

# MINNESOTA ASSOCIATION OF VERBATIM REPORTERS & CAPTIONERS

## PRO BONO GUIDELINES

Members of MAVRC, subject to availability, will provide pro bono services as follows:

- Service provided only if attorney is providing pro bono service
- No charge for two hours of appearance fee in one sitting
- No charge for first 75 pages of transcript in one sitting
- After 75 pages, the job can be billed at the reporter's regular rates
- Two to three week delivery time will be provided
- Expedited jobs must have advance notice
- Depositions only
- 24-hour cancellation policy
- Expenses to be paid by attorney (i.e., postage, exhibits, parking, etc.)
- Opposing counsel will be charged the reporter's copy rates
- Limit of two pro bono depositions per case

**MAVRC PRO BONO REQUESTS MUST BE MADE THROUGH LOCAL  
VOLUNTEER ATTORNEYS PROGRAM COORDINATORS.**

**PRO BONO COORDINATOR:** Jean Whalen  
Phone: (651) 266-8210  
[jean.whalen@courts.state.mn.us](mailto:jean.whalen@courts.state.mn.us)

**MAVRC BOARD LIAISON:** Vikki Thompson  
Phone: (651) 739-1052