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**PER DIEM COURT REPORTER RATE AND MILEAGE ORDER - AMENDED<sup>1</sup>**

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WHEREAS, the Third Judicial District utilizes the services of Per Diem Court Reporters on a regular basis; and

WHEREAS, the Third Judicial District recognizes a need to offer a competitive, market value rate for Per Diem Reporters; and

WHEREAS, the Third Judicial District recognizes the need to offer Per Diem Reporters paid travel time when the assignment location exceeds 35 miles one-way from the Per Diem's home. Per Diems' home address will be the maximum default starting point for travel unless a different starting point location is approved by the Court Administrator in advance of the assignment. In accordance with ethical practices, if the starting location is a shorter distance to the assignment than the Per Diem's home, the invoice should reflect the shorter distance; and

WHEREAS, the Third Judicial District recognizes a need to reimburse Per Diem Reporters for parking expenses when free parking is not available.

**NOW THEREFORE, IT IS HEREBY ORDERED:**

Effective May 13, 2019, Per Diem Court Reporters shall be paid an inclusive rate of \$240 for full day coverage (excluding travel time); meals and/or other non-travel time expenses shall not be paid in addition to the \$240 full day.

Effective May 13, 2019, Per Diem Court Reporters shall be paid an inclusive rate of \$120 for half day coverage (four hours, excluding travel time); meals and/or other non-travel time expenses shall not be paid in addition to the \$120 per half day.

Effective May 13, 2019, Per Diem Court Reporters may seek to be paid for travel time at the rate of \$30 per hour. Time shall be paid in 15-minute increments from the starting location to the assignment location. When travel time is applicable, it is paid in addition to the \$240 full-day or \$120 half-day rate.

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<sup>1</sup> The Minnesota Judicial Branch has republished this order to make it digitally accessible. There were no substantive changes. This order was previously signed by Chief Judge Jodi L. Williamson on September 10, 2020, and this order is effective on that date.

Effective May 13, 2019, Per Diem Court Reporters may seek to be reimbursed for parking costs provided a receipt for the parking is submitted with the request for reimbursement.

Effective September 14, 2020, Per Diem Court Reporters may seek a \$120 cancellation fee if the District cancels an assignment less than 24 hours in advance.

**BY THE COURT:**

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Hon. Joseph A. Bueltel  
Chief Judge  
Third Judicial District