

MONROE COUNTY COURTS
FOREIGN LANGUAGE INTERPRETER REQUEST FORM

Appointment and payment of language interpreters for non-English speaking individuals is made in compliance with 42 Pa.C.S.A., section 4416(d) which section indicates that payment of cost of providing the Interpreter shall be the responsibility of the County of the Court having jurisdiction over the Judicial proceeding in which the Interpreter is appointed. Interpreters shall be provided in proceedings where the person with limited English proficiency is defendant, party, witness compelled to appear or a direct victim in a criminal matter or Juvenile proceeding pursuant to Chapter 63 (relating to Juvenile matters). It is not assumed that interpreting expense for all instances listed above shall be borne by the Court's budget. With some exceptions, the Court's budget shall be charged for appointment of Interpreters to criminal defendants, minors in juvenile proceedings, parents/guardians (summoned by the Court to appear) of minors in juvenile proceedings and defense witnesses.

Except as provided above, disposition of all or part of the cost of providing interpreter services shall be at the discretion of the presiding Judge unless the principal party in interest has sought and obtained leave by the Court to proceed in forma pauperis.

At its discretion, the presiding Judge may order reimbursement to the County for providing Language Interpreters in Judicial proceedings.

Date of Request: _____

Office Requesting: _____

**PARTIES OR THEIR COUNSEL
ARE RESPONSIBLE FOR REQUESTING
INTERPRETERS FOR EACH SCHEDULED
COURT HEARING OR PROCEEDING**

Name of Person Making Request: _____

Phone Number: _____

Hearing Date: _____ Time: _____ Location: _____

Language: _____

Country of Origin (of person requiring interpreter): _____

Who needs interpreter: Fill in One

___ Defendant and Name: _____

___ Witness and Name: _____

___ Victim and Name: _____

___ Plaintiff and Name: _____

___ Other Name: _____

Type of Case: ___ Criminal ___ Juvenile ___ DR ___ CV

Case No: _____

Situation:

Comments or Further Instructions:

Name of Interpreter Assigned: _____

Date: _____