

April 20, 2011

TO: 22<sup>nd</sup> Judicial District Bar

FROM: Amy D. Bonkosky  
Trial Court Administrator

RE: Appointment of Transcript Coordinator

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Pursuant ORS 8.225 (5), effective May 1, 2011, I am appointing Ms. Sharon Knotek as the Transcript Coordinator for the Jefferson County Circuit Court. Oregon Rules of Appellate Procedure (ORAP) 1.35 (3) (b) states,

“When a copy of a notice of appeal is required to be served on the transcript coordinator for the court from which the appeal is taken, the notice shall be mailed or delivered to the office of the trial court administrator addressed to “transcript coordinator.”

Ms. Knotek is responsible for the preparation of appeal and non-appeal transcripts for the Jefferson County Circuit Court. If you have any questions feel free to contact me.

c: Court of Appeals  
Sharon Knotek  
Transcriptionists