



EX107H

## Apply for a free transcript of judge's sentencing remarks

This application is for a transcript of judge's sentencing remarks only and not a full transcript of the trial.

The judge's sentencing remarks are remarks made by the judge after the verdict. They include the sentencing decision and reason.

The transcript can only be provided with the judge's approval. Some parts may be redacted, for example if they include personal addresses or where reporting restrictions apply.

### Get help with this service

You can contact the court where the hearing was held.

Or email:  
[Freejsr@justice.gov.uk](mailto:Freejsr@justice.gov.uk)

## Who can apply for a free transcript

These transcripts are only available if the defendant was found or pleaded guilty and was sentenced in a Crown Court hearing.

You can apply for a free transcript of the judge's sentencing remarks if:

- you are a bereaved family member of a victim of homicide (murder, manslaughter or offences of causing death on the road)
- you are the victim of rape or sexual offences (or applying on behalf of the victim)

If you are not eligible for a free copy, you can still apply for a copy of a court transcript. There will be a fee to pay, which will depend on the service you select.

You will need to complete form EX107 – Request for transcription of Court or Tribunal proceedings, which you can download from <https://www.gov.uk/government/publications/order-a-transcript-of-court-or-tribunal-proceedings-form-ex107>

## About the applicant

An applicant can be a family member of a victim of homicide, or a victim of rape or a sexual offence can apply for a free copy of the judge's sentencing remarks.

**1.** Who is making the application?

I am a family member of a victim of homicide

I am a victim of rape or a sexual offence (or someone with the victim's permission)

**2.** What was the name of the Crown Court where the hearing was held?

**Note 2:** Crown Court cases can be held in other locations for example magistrates' courts or law courts.

**3.** What was the date of the sentencing hearing?

Day      Month      Year

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**Note 3:** This was the final hearing date when the judge issued the sentence.

**4.** What was the name of the defendant?

**Note 4:** This is the name of the person who either pleaded guilty or was found guilty in this case.

**5.** What is your unique reference number (URN) or case reference?

Unique Reference Number (URN) (optional)

**Note 5:** You can find this on any documents you have received from the police or court in relation to this case.

Case reference (optional)

**6.** What is the full name of the person making this application?

First names

Middle names

Last name

**Note 6:** This could be your name or the name of the person you are applying on behalf of.

If the judge decides to release a copy of the sentencing remarks, tell us how you want to receive them.

**7.** How do you want to receive the transcript?

By email. My address is:

By post. My address is:

First line of address

Second line of address

Town or city

County (optional)

Postcode

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**8.** Can we contact you for research purposes?

We want to make the process of asking for sentencing remarks easy and helpful. We are keen to hear your experiences and views on this service.

**Would you be willing to be contacted for research purposes?**

Yes, contact me on the following email address

No, please do not contact me for research purposes

## **Where to send your completed form**

MoJ Pilot

Durham Crown Court

Old Elvet

Durham

DH1 3HW

## **What happens next?**

The court will send your application to the judge who will decide if a copy of the sentencing remarks can be released. This will depend on the audio being available and of good enough quality to be transcribed. Either way you will be contacted by post or by email.

Requests can take up to 20 working days to process.