**D. AUDIO RECORDINGS AND TRANSCRIPTS**

1. Audio Recordings
	1. Requests for a CD/USB of a hearing are governed by the court’s *Access to Court Records Guide* available on the court’s website at [*www.courts.pe.ca*](http://www.courts.pe.ca)*.*
	2. The copy of the audio recording provided by the court does not include the court clerk’s internal notations (often referred to as “tags”), unless leave of the court is obtained.
2. Transcripts
	1. Pursuant to *Rule* 61, on an appeal from a decision of the Supreme Court, it is generally the appellant’s responsibility to request, and provide, a transcript. Exceptions to this are:
		* 1. Criminal appeals under *Rule* 82; and
			2. Where the decision appealed from is an oral decision, with no written reasons available. In such circumstances, the Supreme Court may prepare a transcript of the decision; however, the party is responsible for providing a transcript of the evidence.
	2. Other circumstances where the Supreme Court may prepare a transcript include:
		* 1. Where the court has imposed a penitentiary sentence, but has not provided written reasons;
			2. Where a hearing is held under the *Interjurisdictional Support Orders Act*, RSPEI 1988, Cap. I-4.2;
			3. Where required by statute;
			4. When requested or ordered by the presiding judge; or
			5. Such further circumstances as ordered by the court.
	3. Lawyers and self-represented litigants are reminded of s. 58 of the *Evidence Act*, RSPEI 1988, Cap. E-11, where a transcript of an audio recording is to be used on an appeal. If a dispute arises between the parties relating to the transcript, the parties should immediately inform the court so that direction may be provided.