

Application for Appointment of a Court Interpreter

A separate application should be submitted for each party who needs an interpreter and for each witness or group of witnesses who speak the same foreign language.

To request appointment of a translator to do a **written translation** of a court-related document or audio or video recording, use the form titled "Application for a Written Translation of Court-Related Material."

Note: If a person needs an interpreter for services provided by other government agencies, contact the agency. For example: **Department of Corrections** for a presentence investigation; or **Department of Human Services** for services to parents or youth involved in juvenile court. The agency will schedule and pay the interpreter.

In the Iowa District Court for _____ County
County where you are filing this Application

Plaintiff/Petitioner

Full name of person filing Application

vs.

Defendant/Respondent

Full name of Defendant/Respondent

Case no. _____

**Application for Appointment
of a Court Interpreter**
Iowa Court Rule 47.3(2)

1. Name of Applicant submitting this Application: _____
First Last

A. Contact Information

- (1) Phone #: (_____) _____
- (2) Email: _____

B. Applicant is: *Check all that apply*

- (1) Attorney for Plaintiff or Petitioner
- (2) Attorney for Defendant or Respondent who is: *Check one*
 - a. a public defender
 - b. court-appointed, paid by state
 - c. hired and paid by my client.
- (3) Plaintiff or Petitioner without an attorney
- (4) Defendant or Respondent without an attorney
- (5) Other: _____

Continued on next page

Application for Appointment of a Court Interpreter, continued

2. Name of person who needs a court interpreter: _____
First Last

If submitting an application for an interpreter for multiple witnesses who speak the same foreign language, list the additional witnesses' names (*attach an additional sheet if necessary*) :

3. The person identified in section 2 needs:

- A. An oral language interpreter of: (1) Spanish (2) Other: _____
- B. An American Sign Language interpreter
- C. A real-time translation of spoken words into typed English on a computer or TV screen (for a hearing-impaired person)
- D. Other: *Explain* _____

4. The person in this Application who needs an interpreter is a: *Check all that apply*

- A. Plaintiff or Petitioner.
- B. Witness for Plaintiff or Petitioner.
- C. Defendant in a simple misdemeanor case who is not represented by an attorney.
- D. Defendant in a criminal or juvenile case who hired his or her own attorney, but cannot afford to pay for a court interpreter. **Note:** If you check 4D and there is no previous court order declaring the party to be indigent, submit a Financial Affidavit form with this Application. To obtain the Financial Affidavit form, contact the State Public Defender's office (515-242-6158).
- E. Other Defendant or Respondent.
- F. Witness for Defendant or Respondent.
- G. Parent, guardian, or custodian of a youth who is a party in a juvenile delinquency case.
- H. Other: *Explain* _____

5. Next date and time interpreter service will be needed (*if known*):

_____, 20____, at _____:____
Month Day Year Time a.m.
 p.m.

6. Location where the language service will be needed (*if known*):

- _____ County Courthouse, courtroom _____, or
County Courtroom number
- Other: _____

7. Other Information:

8. **Applicant's Request and Certification:** The Applicant requests that an interpreter be appointed for the person identified in section 2 above. I certify that the person identified in item 2 has limited or has no ability to speak or understand the English language and that the information in this Application is correct.

9. **Oath and Signature**

I, _____, have read this Application, and I certify under
Print your name
penalty of perjury and pursuant to the laws of the State of Iowa that the information I
have provided in this Application is true and correct.

_____, 20_____
*Signed on: Month Day Year Your signature**

Mailing address City State ZIP code

(_____) _____
Phone number Email address Additional email address, if available

* Whether filing electronically or in paper, you must *handwrite your signature on this form*. If you are filing electronically, scan the form after signing it and then file electronically.