

# Getting Started

## Request & Order for an Interpreter

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**IMPORTANT:** This getting started guide and the instructions are not legal advice. They are only meant to help you learn how to request an interpreter for your case. Your use of the form does not guarantee you will be successful in court.

To learn how to fill out the forms and file them with the court, read the *How to Request an Interpreter* instruction sheet and the instructions on the forms.

<b>Name of the form:</b>	<i>Request &amp; Order for an Interpreter</i>
<b>Purpose of the form:</b>	To ask the Court to appoint an interpreter for a party, witness, victim, juror, or spectator who uses sign language or who speaks or understands only limited English. For jurors and spectators, only sign language interpretation is available. The interpreter will translate what is said in court.
<b>Types of cases the form CAN be used for:</b>	All civil and criminal cases, including court ordered mediation, arbitration, probation, and court-ordered evaluations.
<b>Types of cases the form CANNOT be used for:</b>	None.
<b>Special information or papers needed to complete the form:</b>	The name, address, and telephone number of the person who needs an interpreter and the language that person speaks.
<b>Statutes and Policies covering the form:</b>	<ul style="list-style-type: none"> <li>Illinois Supreme Court Disability Policy <a href="http://www.illinoiscourts.gov/supremecourt/policies/disabilitypolicy/disability-policy.pdf">http://www.illinoiscourts.gov/supremecourt/policies/disabilitypolicy/disability-policy.pdf</a></li> <li>Illinois Supreme Court Language Access Policy <a href="http://illinoiscourts.gov/CivilJustice/LanguageAccess/Language_Access_Policy.pdf">http://illinoiscourts.gov/CivilJustice/LanguageAccess/Language_Access_Policy.pdf</a></li> </ul>
<b>Where to find the forms and instruction sheet:</b>	<a href="http://www.illinoiscourts.gov/Forms/approved/">www.illinoiscourts.gov/Forms/approved/</a>
<b>For more information:</b>	Read the <i>How to Request an Interpreter</i> instruction sheet that comes with this form. You may also find more information, resources, and the location of your local county self help center at: <a href="http://www.illinoislegalaid.org">www.illinoislegalaid.org</a> .