



February 9, 2026

## NOTICE TO PROFESSION

### The Regional Municipality of Durham

Legal Services  
Department

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Canada

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905-668-3130

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[durham.ca/courtservices](http://durham.ca/courtservices)

### Re: Transcript Deposit Requirement – Updated Office Policy

**Effective March 1, 2026**, Durham Region POA Court Services has updated its policy regarding transcript requests.

All counsel and licensed paralegals requesting transcripts are now required to provide a deposit at the time of request, consistent with the existing process for all other requesters. Transcript production will not commence until the required deposit has been received.

This update ensures consistency in the administration of transcript services and supports timely processing of all requests.

For further information regarding deposit amounts, accepted payment methods, or processing timelines, please speak to the Transcript Coordinator.

Thank you for your cooperation.

*Durham Region POA Court Services*

If this information is required in an accessible format, please contact the Accessibility Co-ordinator at 1-800-372-1102 ext. 2009.