

ALABAMA BOARD OF COURT REPORTING

Notice of Retirement

Re: License # _____

Comes now _____ and hereby informs the Alabama Board of Court Reporting that I have retired from the practice of court reporting or expect to retire from practice on _____. I understand that as a retired court reporter I cannot practice court reporting in the state of Alabama and I am obligated to maintain transcripts, exhibits, and all other applicable records for a period of no less than five (5) years, except as otherwise prescribed by applicable law. I further understand that any transcripts provided and certified by me must include my ACCR number as well as the date I retired from the practice of court reporting. I also understand that, should I engage in the practice of court reporting after I have informed the Board that I have retired I may be subject to disciplinary action and I thereby consent to the jurisdiction of the Board to impose disciplinary action, should it be necessary, due to failure to apply for reinstatement of my license having informed the Board of my retirement.

Signature

Date