



State of New Hampshire
OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
DIVISION OF LICENSING AND BOARD ADMINISTRATION
 7 Eagle Square, Concord, NH 03301-2412
 Phone: 603-271-2152

APPLICATION FOR LICENSURE AS A COURT REPORTER

\$300.00 Application Fee

1. General Information

Name _____

Last

First

Middle

Names Previously Used (if applicable) _____ SS# _____

Residence Address _____

Business Name & Position _____

Business Address _____

Indicate mailing address by check box

Business Phone _____

Home Phone _____

Email: _____

Date of Birth _____

2. Registration/Licensure Information

Total number of hours of written examination(s) [indicate "none" if no written exam was taken]:					
Date of Certification from the National Court Reporters Association:					
Date of Certification from the National Verbatim Reporters Association:					
Licensed by Examination?		If not how?			
Date of Licensure		License Number		Is License now in force?	
Have you ever applied for a Court Reporter's license in New Hampshire?				Status	
Are you applying for facilitated licensure as a military spouse?					

Professional Licenses: List all states where you hold or have held registration/certification/licensure as a court reporter. Use a separate sheet if necessary.

License #	State	Year Licensed	Written Exam?	Reciprocity or Grandfather	Active or Lapsed?

3. General Information Questions

CHECK ONE:

- | | YES | NO |
|--|--------------------------|--------------------------|
| 1. Have you ever been convicted of any felony or any misdemeanor, or a violation which has not been annulled? If so, name the court, the details of the offense and the date of conviction and the sentence imposed. | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Have you ever lost or been denied registration/licensure as a court reporter or been disciplined by another licensing/registration board in any other state? if so, provide an explanation of the circumstances | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Have you ever applied for a Court Reporter's license in New Hampshire?
If so, please explain | <input type="checkbox"/> | <input type="checkbox"/> |

If the answer is yes to any of the above questions, submit a written explanation with your application

INCLUDE THE FOLLOWING DOCUMENTATION WITH YOUR APPLICATION:

High School Diploma or the equivalent.

Valid certificate from the National Court Reporters Association or the National Verbatim Reporters Association

Surety Bond for the penal sum of 1,000.00

4. Education

Include a copy of your high school diploma or Equivalent.

Institution and Location	From	To	High School Diploma or Equivalent Date Awarded

5. Practical Experience

This information described below is a summary of your experience, and should start with your first employer

Date of Employment Indicate month & year	1. Name of Employer- Title of Position	Name and present address of someone familiar with each position, preferably a person to whom applicant reported or with whom he/she was associated.
Total time employed	2. Location and Character of Each Position	
	3. Degree of Responsibility	

6. References

Applicant will give the name and address of not fewer than three reputable citizens, unrelated to the applicant, having personal or professional knowledge of the applicant's experience. No member of the board will be accepted as reference. Name of persons listed under item 5, "Experience," may also be used as references.

Name	Address including zip code	Occupation	Business Relationship to applicant

7. Affidavits

I have read the contents hereof and clearly understand that the correctness and truth of your statements as recorded in this application are material, not only to the issuance of the certificate of licensure, as applied for, but also to the retention of said certificate, if issued.

Signature: _____

Date: _____