

**Commonwealth of Pennsylvania**  
**Magisterial District Court No. \_\_\_\_\_ of \_\_\_\_\_ County**

\_\_\_\_\_  
Vs. \_\_\_\_\_  
\_\_\_\_\_  
: Case number: \_\_\_\_\_  
:  
:  
:  
:  
:  
:  
:

**Interpreter Request Notice – Magisterial District Judge**

Interpreter services are requested in the above captioned matter as follows:

Hearing Date: \_\_\_\_\_ Time: \_\_\_\_\_ Courtroom/Office: \_\_\_\_\_

MDJ Court Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Case/proceeding type:** *(Select criminal or civil and check all that apply):*

Criminal:  Bail  Preliminary Hearing  Arraignment  Misdemeanor  Summary  Plea  ARD  
 Other: \_\_\_\_\_

Civil:  Landlord/Tenant  PFA/PSVI  Traffic  Civil Complaint  Small Claims  Other: \_\_\_\_\_

**Name of person (LEP) needing the interpreter:** \_\_\_\_\_

LEP relationship to case:  Defendant/Respondent  Plaintiff/Petitioner  Witness  Victim  
 Juvenile  Parent/Person *in loco parentis*  other: \_\_\_\_\_

**Language** *(Select foreign or sign language and provide all requested information):*

Foreign language:  Language spoken: \_\_\_\_\_ Dialect (if applicable): \_\_\_\_\_

Sign language:  American Sign Language  Other non-ASL: \_\_\_\_\_

Foreign sign language (country): \_\_\_\_\_

**Country of origin:** \_\_\_\_\_ Region/Province (if known): \_\_\_\_\_

Does the LEP speak a second language?  Yes  No Other language: \_\_\_\_\_

Please provide additional information about the communication preferences of the limited English speaker.

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Print Requestor's Name Date Phone

\_\_\_\_\_  
Requestor's Signature Title E-mail