

IN THE _____ COURT OF _____ COUNTY, TENNESSEE
DIVISION ____

STATE OF TENNESSEE)
)
vs.) Docket No. _____
)
_____)

ORDER APPOINTING FOREIGN LANGUAGE INTERPRETER*

The defendant in this case has been charged with [insert offense(s)] and has been declared indigent by the Court. Based upon the Court's determination that [the defendant/a witness] in this case has a limited ability to understand and/or communicate in English, the Court finds that it is necessary to appoint a foreign language interpreter pursuant to Tennessee Supreme Court Rule 42.**

Therefore, the Court hereby appoints [Insert name of specific interpreter. Do not list the name of the interpreter agency if the interpreter is being provided by an agency.], who is a [indicate whether the interpreter is certified, registered, or non-credentialed] court interpreter.*** The interpreter will be compensated at the rate of [insert rate] per hour for his/her travel time and interpreting services [, and will be compensated at a rate of twenty cents (\$0.20) per word for written translations].**** The total fee, including mileage and other expenses, may not exceed the amount of [insert amount].*****

Pursuant to Tennessee Supreme Court Rule 13, the interpreter must submit an invoice for compensation to the Administrative Office of the Courts (AOC). This invoice must be signed by either the Court or an attorney representing one of the parties in this case prior to its submission to the AOC.

ENTERED this the ___ day of _____, 20__.

Judge

* A court may sign *one* order appointing an interpreter to assist *multiple* defendants if those defendants appeared in *one* court on *one* date. If the court does so, it must list every defendant's name and case number(s) on the order.

** When it is necessary for a court to utilize the services of an interpreter to determine if an individual with limited English proficiency is indigent, the AOC will compensate the interpreter for this service. If the court ultimately determines that the individual is not indigent, all other interpreter services must be billed as court costs pursuant to Tenn. R. Crim. P. 28 or Tenn. R. Civ. P. 54.04.

*** Courts are required to appoint a certified court interpreter if one is reasonably available. If a court appoints a registered or non-credentialed interpreter, the court shall summarize the efforts made to obtain a certified or registered interpreter and to determine the capabilities of the proposed non-credentialed interpreter in open court. Tenn. Sup. Ct. Rule 42, § 3(f).

**** The compensation rates for interpreters are listed in Tenn. Sup. Ct. Rule 13, § 4(d).

***** If the court approves in excess of five thousand dollars (\$5,000) for interpreter/translator services, the order(s) and any attachments must be submitted to the AOC for prior approval.