

ALABAMA BOARD OF COURT REPORTING

RE: LICENSE NO.: \_\_\_\_\_

**NOTICE OF RETIREMENT**

COMES NOW, \_\_\_\_\_, and hereby informs the Alabama Board of Court Reporting that I have retired from the practice of court reporting or (hereby expect to retire from the practice of court reporting) on \_\_\_\_\_.

I understand that as a retired court reporter I cannot practice court reporting in the State of Alabama, I am obligated to maintain transcripts, exhibits, and all other records in a civil case 5 years; in a criminal case 25 years; and in a capital case indefinitely, or as specified by Alabama law whichever is longer. I further understand that any transcripts provided by me must include my ABCR license number as well as the date that I retired from the practice of court reporting. I also understand that as a retired court reporter I am precluded from court reporting in the State of Alabama. I also understand that, should I engage in the practice of court reporting, after I have informed the Alabama Board of Court Reporting that I have retired, that I may be subject to disciplinary action and, as such, I hereby consent to the jurisdiction of the ABCR to impose disciplinary action should it be necessary due to my failure to apply for the reinstatement of my license after having informed the ABCR that I have retired from the practice of court reporting.

\_\_\_\_\_  
Signature  
Date: \_\_\_\_\_