

## FORM SUMMARY

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<b>Name of Form:</b>	<b>Interpreter Request</b>
<b>Form Number:</b>	<b>GF-149</b>
<b>Statutory Reference:</b>	§885.38(3)(a), Wisconsin Statutes
<b>Purpose of Form:</b>	To assist the court in administratively ensuring a certified or otherwise qualified language interpreter with the requisite language skills appears at the required time.
<b>Who Completes It:</b>	Anyone who identifies a language deficiency that would need an interpreter at any stage of the court proceedings. This could be adversary counsel, the person requiring the interpreter services, judges, court commissioners, other court personnel, etc.
<b>Who Signs It:</b>	Court Official.
<b>Distribution of Form:</b>	County individual responsible for scheduling interpreters and any other individual deemed necessary by the court.
<b>Accompanying Forms:</b>	Generally none.
<b>New Form/Modification:</b>	Modified; last update 08/08.
<b>Modifications:</b>	Translated form in Spanish and added that “This form must be completed in the English language.”
<b>Comments:</b>	The court has the obligation under §885.38(3) to provide qualified interpreters for litigants, witnesses, victims, and specified others at the public expense in any cases where the court determines that the person has limited English proficiency and that an interpreter is necessary. In those cases, the county in which the court hearing matter is located, shall pay the expenses for the interpreter services and will receive reimbursement under §758.19(8). As a result, each county has established a process for securing the necessary interpreter services for court proceedings and this form will facilitate obtaining the appropriate language interpreter for the specific case in question at the appropriate time, thereby avoiding unnecessary delays in obtaining interpreters.
<b>About this Form:</b>	This form is the product of the Wisconsin Records Management Committee, a committee of the Director of State Court’s Office and a mandate of the Wisconsin Judicial Conference.  <b>If you have additional information that does not change the meaning of the form, attach it on a separate page. The form itself shall not be altered.</b>