

**PROCEDURE FOR APPOINTMENT OF INTERPRETERS
IN THE CIRCUIT COURT FOR BALTIMORE CITY**

At least thirty (30) days prior to a court proceeding in which an interpreter is required, an attorney or party shall apply to the court for the appointment of an interpreter. The application for the appointment of an interpreter shall be made by completing the Notification of Need For An Interpreter form, which can be obtained from the Administrative Office of the Circuit Court for Baltimore City, Room 200, Courthouse East. The completed form shall be filed with the Clerk of the Circuit Court for Baltimore City and a copy shall be forwarded to the Administrative Office of the Circuit Court for Baltimore City, Room 200, Courthouse East.

Marcella A. Holland
Administrative Judge