

FORM SUMMARY

Name of Form: Interpreter Request/Order

Form Number GF-149

Statutory Reference: § 885.38(3)(a), Wisconsin Statutes

Benchbook Reference:

Purpose of Form: To assist the court in administratively ensuring a certified or otherwise qualified language interpreter with the requisite language skills appears at the required time.

Who Completes It: Anyone who identifies a language deficiency that would need an interpreter at any stage of the court proceedings, including the person requiring the interpreter services, attorneys, judges, court commissioners, other court personnel, etc.

Who Signs It: Court official.

Distribution of Form: County individual who is responsible for scheduling interpreters and any other individual deemed necessary by the court.

Accompanying Forms: None.

New Form/Modification: Modification; last update 10/25.

Modifications: Added "Order" to the form's name.

Comments: The court has the obligation under Wisconsin Statute § 885.38(3) to provide qualified interpreters for litigants, witnesses, victims, and specified others at the public expense in 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 the matter is located shall pay the expenses for the interpreter services and will receive payment under Wisconsin Statute § 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.

About this Form: 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.

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.