

## Self-Service Center

# HOW TO GET A WAIVER OF INTERPRETER FEES

RCW 2.43.040

Packet 8-7

Use the forms and instructions in this packet only if the following factors apply to your situation:

- ◆ If English is not your native language and you are subpoenaed or summoned or otherwise required to appear in a court action you may be able to get an interpreter at public expense.
- ◆ If the case is a criminal proceeding, grand jury proceeding, coroner's inquest, mental health commitment proceeding, or some other legal proceeding initiated by the government, you may be entitled to an interpreter at public expense. If your case is one of these you do not need to fill out these forms. Simply request an interpreter from the Court Administrator.
- ◆ In other legal proceedings you normally pay the cost of the interpreter. However, if you believe you can have your fees deferred or waived due to your current financial situation, you may use the forms in this packet to ask the court for an interpreter at public expense.

**READ ME:** It is very important for you to know that when you sign a court document, you may be helping or hurting your court case. Before you sign any court document or get involved with a court case, it is important that you carefully read the document to make sure you are doing the right thing. You may also want to contact a lawyer for legal advice and help with those issues you do not understand. The Self-Service Center has a list of local attorneys who can give you legal advice and who can help you for a fee. If you need help with the forms, procedures and rules of the court, there is a Family Court Facilitator available to assist you.

The information contained in this packet is not a substitute for legal advice. Before starting any legal action, it is always wise to consult an attorney regarding your rights and responsibilities.

**Poverty Guidelines  
for Indigent-Defense Screening  
(RCW 10.101)**

Household Size	Federal Level*	Washington State Income Cut-Offs (at 125%)**		
		Annual	Monthly	Weekly
1	\$10,210	\$12,765	\$1,065	\$270
2	13,690	17,115	1,430	360
3	17,170	21,465	1,790	450
4	20,650	25,815	2,155	540
5	24,130	30,165	2,515	630
6	27,610	34,515	2,880	720
7	31,090	38,865	3,240	810
8	34,570	43,215	3,605	905
each additional	+3480	+4350	+365	+95

\* Federal poverty guidelines effective 1/24/2007. These are updated periodically to reflect change in the Consumer Price Index. (Source: Federal Register, Vol. 72, No. 15: January 24, 2007, pp 3147-3148. Also appearing at <http://aspe.hhs.gov/poverty/07poverty.shtml>)

\*\* See RCW 10.101 for definition and determination of income.

**Indigent Defense Forms**

**Pautas de Indigencia**

Tamano de la familia	Nivel federal*	Estado de Washington Limites de Ingresos (A 125%)**		
		Anual	Mensual	Semanal
1	\$10,210	\$12,765	\$1,065	\$270
2	13,690	17,115	1,430	360
3	17,170	21,465	1,790	450
4	20,650	25,815	2,155	540
5	24,130	30,165	2,515	630
6	27,610	34,515	2,880	720
7	31,090	38,865	3,240	810
8	34,570	43,215	3,605	905
each additional	+3480	+4350	+365	+95

\* Las pautas federales de indigencia, en vigor desde 24/1/2007. Se actualizan periodicamente para reflejar el cambio del Índice de Precios de los Consumidores.

\*\* Vea RCW 10.101 para la definición y la determinación de Ingresos.

## HELPFUL INFORMATION ON GETTING AN INTERPRETER AT PUBLIC EXPENSE

### COMPLETING THE FORMS

1. **Motion for Waiver of Interpreter Fees:** Complete the caption and cause number in the same format as your original case documents.

In the blanks provided, state the total amount of cash you have available to you, the total amount of money in your checking account, and the total amount of money in your savings account.

In the blank provided, state the total of your monthly income.

In the following blank, list the source of your income, i.e., wages from your job, social security benefits, unemployment compensation.

In the blank regarding monthly expenses, state the amount of your total monthly living expenses, i.e., what you spend on rent, utilities, food, etc., every month.

State in the blank how many minor children live with you and in the next blank how many people live in your household, including yourself.

Date and sign the Declaration.

2. **Order Waiving Interpreter Fees:** Complete the caption and cause number in the same format as your original case documents. Sign the bottom under Presented by.
3. **Sealed Financial Source Document:** Enter the caption and case number across the top of the form. Check the appropriate boxes below and write the period that the financial document covers. On each of the attached financial documents, write the word "SEALED" one inch from the top of the page.

### SEEING A JUDGE OR COMMISSIONER

When you have all your papers completed, you will be ready to see a judge or commissioner to get his or her permission to allow you to file your papers without payment of a filing fee. You may present these types of orders every day of the week at the following specific times:

**Island County: 10:45 a.m. and 2:45 p.m.**

Go to the Court Administration window and let them know have papers for the Judge to sign. You may or may not be allowed to speak to the Judge. That is why it is extremely important that all the information requested in the forms is provided. The Judge will sign your Order at that time.

If the Court denies your request for an interpreter at public expense, you will then have to pay for the interpreter yourself.

# FORMS

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Motion for Waiver of Interpreter Fees

Order Authorizing Waiver of Interpreter Fees

Sealed Financial Source Documents