Office of Language Access

R E C I P R O C I T Y R E Q U E S T F O R M

**Contact Information**

Prefix

[ ] Mr.

[ ] Ms.

[ ] Mrs.

[ ] Dr. [ ] Mx.

First name(s) Click or tap here to enter text. Middle name Click or tap here to enter text. Last name(s) Click or tap here to enter text.

*\*If working under a business, use your business address. We are unable to accept P.O. Box addresses on this form.*

Address\* Click or tap here to enter text.

Primary phone # Click or tap here to enter text. Mobile phone # Click or tap here to enter text. Primary email Address Click or tap here to enter text. Secondary email Click or tap here to enter text.

# Emergency contact name Click or tap here to enter text. Emergency contact number(s) Click or tap here to enter text.

City Click or tap here to enter text.

State Click or tap here to enter text.

Zip Code Click or tap here to enter text.

# Emergency contact relationship to interpreter Click or tap here to enter text.

Language Information

Language combination(s) in which the interpreter works:

*(example: “Arabic <>English”)*

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

***The following information is requested strictly for business purposes to provide the most accurate language interpretation services for Colorado Judicial when local dialects and colloquialisms are involved. Providing this information is optional.***

Native language Click or tap here to enter text.

 Click or tap here to enter text.

 Country of Origin Click or tap here to enter text.

**Checklist of Required Documents to Submit\***

[ ]  **Reciprocity Form** (this document)

[ ]  **Oral Proficiency Interview results** (showing a passing score of at least 8 in English and target language)

[ ]  **Two letters of reference** from previous agencies or organizations to whom court/legal interpretation has been provided

[ ]  Documentation, in the form of prior invoices, emails, or other signed acknowledgements, stating the interpreter has had at least **48 hours of professional interpreting** in the last six months

 [ ]  **Resume/CV**

 **List the states in which you hold reciprocity** Click or tap here to enter text.

  **List the states in which you are currently actively working** Click or tap here to enter text.

Revised December 5, 2023