

SUPPLEMENTAL INFORMATION STATEMENT FOR A COMPENSATION CLAIM IN EXCESS OF THE STATUTORY CASE COMPENSATION MAXIMUM: DISTRICT COURT

This form provides information to support counsel's claim that the representation given was in an extended or complex case, and that the excess payment is necessary to provide fair compensation. Paragraph 2.22 B(3) of the *Guidelines for the Administration of the Criminal Justice Act, Volume VII, Guide to Judiciary Policies and Procedures*, defines the terms "extended" and "complex," and suggests criteria for determining "fair compensation." This form serves as counsel's memorandum required by paragraph 2.22 C(2) of those *Guidelines*, and does **not** replace any other documentation required to support the payment request. The space in each section below will expand to fit the answer. **Use the cursor to move between boxes.**

Attorney:

Case Name:

Docket Number:

Defendant Number:

Voucher Number:

1 Period of appointment (dates): _____ to _____

Total number of in-court hours: ____; Specifying:
 Pre-trial hearings ____ Trial ____
 Sentencing hearings ____ All other in-court ____
 Total number of out-of-court hours: ____

2 Offenses charged:

Number of counts charged: ____ Number of co-defendants: ____

Other pending cases (docket numbers) of defendant during representation:

If applicable, sentencing guideline range found by the court for sentencing:

Was a mandatory minimum found or at issue at sentencing?
 Yes ___ No ___

3 Describe discovery materials (nature and volume) and/or discovery practices which are a noteworthy factor in the number of hours claimed:

4 List and describe motions, legal memoranda, jury instructions, and sentencing documents, or legal research not resulting in such, which are a noteworthy factor in the number of hours claimed and which were drafted originally for this case. Include a statement certifying that the voucher submitted contains hours claimed for original work prepared in the current case and does not claim hours for previously prepared documents from this case or other cases, except for time expended for modifications.

5	Summarize investigation and case preparation (e.g., number and accessibility of witnesses interviewed, record collection, document organization) which are a noteworthy factor in the number of hours claimed:
6	Explain, if noteworthy, impact on the number of hours claimed of investigative, expert, or other services used (CJA 21 voucher):
7	Check whether any of the following client factors are a noteworthy factor in the number of hours claimed and explain each: Communication with client/family ___ Language difference ___ Accessibility of client ___ Other ___
8	Explain any expense (Item 19 of the CJA 20 voucher) greater than \$500:
9	Explain any other noteworthy circumstances regarding the case and the representation provided to support this compensation request:
Include, if applicable: (A) Negotiations with U.S. Attorney's office or law enforcement agency; (B) Complexity or novelty of legal issues and factual complexity; (C) Responsibilities involved measured by the magnitude and importance of the case; (D) Manner in which duties were performed and knowledge, skill, efficiency, professionalism, and judgment required of and used by counsel; (E) Nature of counsel's practice and hardship or injury resulting from the representation; and (F) Any extraordinary pressure of time or other factors under which services were rendered.	
Signature of Appointed Attorney:	Date: