

CJA 20
APPOINTMENT OF AND AUTHORITY TO PAY
COURT-APPOINTED COUNSEL

CJA 20:

Items 1-14 will be completed by the Clerk's Office (generated by the CJA Payment System).

You will receive only a copy of the appointment form. You may make whatever copies you need. The court will require only a single signed copy when the voucher is submitted.

Worksheets:

Be sure to keep time according to the categories on the forms. A reminder: you need not use the sample worksheets provided by the court, but you must break down the time (in tenths of hours) in accordance with the categories used on the sample.

Instructions:

You will not receive instructions with each new appointment so you should refer to these instructions if you have questions.