

**CLARIFICATION OF
REQUIREMENT TO USE ELECTRONIC CJA FORMS**

United States Circuit Court Judge Peter W. Hall, Chair of the Second Circuit Criminal Justice Act (CJA) and Pro Bono Committee, announces that the Circuit Court of Appeals and all the District Courts within the Circuit have agreed on a new initiative designed to expedite the processing of CJA vouchers in both the Circuit and District Courts.

All vouchers submitted for processing to the Circuit or District Courts within the Circuit **for cases received on or after July 15, 2008** must be typewritten on the official electronic “pdf” fillable worksheet forms provided for that purpose by the Courts on their websites.

No other forms will be accepted after July 15, 2008.

It has been called to the Circuit’s attention that some of our panel members would experience a substantial hardship in instances where they have been working on an assigned case for many months and are now required to convert their already filled out, but unbilled worksheets, to our new fillable forms. Recognizing this problem, the Circuit has agreed that **the requirement for all vouchers to be submitted with the fillable worksheets attached shall apply only to new cases received on or after July 15, 2008.** Of course, any panel member who can switch to the fillable worksheets immediately is free to do so.

Additionally, CJA Form 26 in the District Courts and CJA Form 27 for Appellate Vouchers in the Court of Appeals will be substituted for the Attorney’s Affidavit in Support of a Voucher Claiming Excess Compensation, the use of which will be discontinued.

These forms along with instruction sheets are available on the District Court websites.