

**UNITED STATES DISTRICT COURT
WESTERN DISTRICT OF NEW YORK**

DISTRICT COURT FUND EXPENSE REIMBURSEMENT VOUCHER

_____ vs. _____ CV _____

I, _____, duly appointed as counsel to represent _____ in the above entitled action, pursuant to Local Rule of Civil Procedure 83.1 (i), hereby request reimbursement from the District Court Fund of the following expenses incurred in the representation of my client before this Court:

Fees of the court reporter for transcripts or depositions necessary for the preparation of the case.	\$ _____
Fees for investigative or expert services (with prior Court approval)	\$ _____
Travel expenses (with appropriate approval)	\$ _____
Fees for service of papers	\$ _____
Fees for witnesses (itemized with supporting documentation)	\$ _____
Fees for interpreter services	\$ _____
Expenses of photocopies, photographs, postage, toll calls, telegrams, etc. necessary for the preparation of the case (itemized with supporting documentation)	\$ _____
Other expenses (with prior Court approval if greater than \$250; and itemized with supporting documentation)	\$ _____
TOTAL	\$ _____

**SPECIAL NOTE: Submit voucher and attach documentation for requested payments in all categories to:
Clerk, U.S. District Court, 2 Niagara Square, Buffalo, NY 14202-3350.**

I certify that the expenses noted above are reasonable and necessary. I further understand that, absent extraordinary circumstances, cumulative expenses in this matter are limited to \$1,800.00. If requesting reimbursement for more than \$1,800.00, I acknowledge the requirement to provide an Affidavit stating the extraordinary circumstances and such Affidavit is attached hereto.

Signature of Attorney: _____ Date: _____

Name of Attorney/Payee: _____

Mailing Address: _____

Payee's Social Security Number or Employer I.D. Number: _____

It is Ordered that payment from the District Court Fund be made in the amount of \$ _____.

Signature of Presiding Judicial Officer: _____ Date: _____

For Use By Financial Section Only:

Paid _____ Initials _____