



UNITED STATES COURT OF APPEALS FOR THE NINTH CIRCUIT
Post Office Box 193939
San Francisco, CA 94119-3939

DATE: October 12, 2011
TO: Attorneys Appointed under the Criminal Justice Act
FROM: Molly C. Dwyer, Clerk of Court
RE: Electronic Vouchering

I am pleased to announce the implementation of a web-based system that will permit electronic preparation and submission of Criminal Justice Act claims for reimbursement. The system was developed by the Nevada district court and has been adopted by many of the districts in the circuit. We are optimistic that on-line preparation, submission and review of vouchers will facilitate speedier payment and so, I urge you to use this new system rather than submit a paper voucher.

Beginning October 17, 2011, our clerk's office will begin electronic transmittal of Criminal Justice Act Form 20 vouchers to appointed counsel via email. Unless you have already been provided a voucher during the pilot program, the email will direct you to a screen where you will record your address, Social Security or employer identification number and other payment-related information. Complete instructions and an on-line tutorial will be available shortly on the Court's website, www.ca9.uscourts.gov under the Criminal Justice Act subsection of the Attorneys tab.

If you were previously supplied with a hard copy voucher and now wish employ the on-line system, please send an email to the appropriate address below:

Central/Southern Districts of California
PasaCJAevch@ca9.uscourts.gov

Western and Eastern Districts of Washington
Lynn_Warton@ca9.uscourts.gov

All other districts
ndaoperations@ca9.uscourts.gov

Electronic preparation and submission of vouchers remains voluntary, at least for now. If you want to request a paper voucher, please contact the appropriate divisional clerk's office.

If you have any comments on the new system, please refer them to me. As always, we appreciate your help.