

UNITED STATES DISTRICT COURT
OFFICE OF THE CLERK
DISTRICT OF VERMONT
FEDERAL BUILDING
BURLINGTON, VERMONT 05402-0945

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November 26, 2007

NOTICE TO CJA COUNSEL
REGARDING INTERIM PAYMENT(S)

Effective **December 1, 2007**, for criminal cases presenting themselves as either complex or extended in nature and excess compensation appears likely, CJA counsel may apply to the district court for interim payment. The request for interim payment must include written justification stating why interim payment is necessary and appropriate. Upon receipt of a request for interim payment, the CJA Claims Administrator will prepare a Memorandum Order seeking district court approval. Interim payments authorized by the district court will also require circuit court approval prior to issuance of the interim payment. In conformity with CJA Guideline policies, interim payments will be made at 80% of the amount of payment authorized. The outstanding balance(s) withheld from interim payment(s) will be included in the final payment made for the case. Questions regarding interim payment policies or procedures should be directed to Julie McKenzie at (802) 951-6395 X 112.

RICHARD PAUL WASKO
Clerk of Court