

memorandum

Worksheets for Preparing CJA Forms 20 and 30

Fillable on-line worksheets are available for your assistance. These worksheets are WordPerfect documents and may be filled out, printed and submitted along with your completed CJA Form 20 or 30.

It is not required that you use all these worksheets; your firm's time records may be sufficient.

Please submit two copies of your attachments (worksheets or other supporting documentation) along with your signed and completed voucher.

For any questions, feel free to call Diane Hogenmiller or Robin Weinberger – 314-244-2400.