

U.S. Court of Appeals for the Fourth Circuit
CJA Authorization Request Form
Paralegal Services in Excess of \$1,000 for the Case

Complete the CJA Authorization Request Form and submit form for approval.

Upload form to an AUTH request in CJA eVoucher. After the court approves the AUTH in CJA eVoucher, counsel may submit a CJA 21 voucher by selecting "Use Previous Authorization," selecting the previously approved AUTH, entering the services and expenses, uploading the invoice, and submitting the CJA 21 through CJA eVoucher.

Case No.:

Case Name:

Name of Attorney:

Name of Expert Service Provider:

Address:

Phone:

Email Address:

Employer Identification or Social Security Number:

Use this form if you anticipate paralegal services for the case will exceed \$1,000.

[] Request for Authorization of Paralegal Services in Excess of \$1,000 for the Case.

Paralegal rate may not exceed \$55 per hour. Provide enough specificity for the court to determine whether paralegal services in excess of \$1,000 are reasonable and necessary to the representation.

Justification for Paralegal Services Exceeding \$1,000 for the Case:

Total Amount Requested for Paralegal Services in the Case:

Attorney's Electronic Signature:

Date: