

UNITED STATES DISTRICT COURT
DISTRICT OF MINNESOTA

CJA eVoucher Program - Attorney Acknowledgment Form

Under the CJA eVoucher Program, you will be filing CJA vouchers and related documents electronically with the District of Minnesota. When using the CJA eVoucher Program, you must abide by the Federal Rules of Criminal Procedures, the Guide to Judiciary Policy as to CJA guidelines, the Local Rules of the District of Minnesota, the Court's CJA Plan, and any policies of the District of Minnesota relating to court appointed representation.

You have full responsibility to ensure your user information, including your billing information in CJA eVoucher, is accurate and current.

The combination of the username and password within the CJA eVoucher Program will serve as the signature of the attorney filing the voucher or documents under the afore-referenced rules and procedures. Therefore, you are responsible for protecting and securing this password against unauthorized use. If you have any reason to suspect that your password has been compromised, you are responsible for immediately notifying the CJA Panel Administrator or the Clerk of Court of the suspected breach of security.

Additionally, you are notified that the Notice to Court-Appointed Counsel of Public Disclosure of Attorney Fee Information is available at www.mnd.uscourts.gov.

I hereby acknowledge and confirm that I have full responsibility to ensure my information is accurate and current in the *CJA eVoucher Program* in accordance with the policies outlined in this form.

Attorney Signature

Date

Attorney Printed Name

Attorney Bar Number

Instructions: Complete, print, sign and return the completed form via ONE of the following methods:
Office of the Federal Defender, Attention Panel Administrator,
300 South Fourth Street, Suite 107 US Courthouse, Minneapolis, MN 55415
OR by email Lisa.M.Smith@fd.org
OR by fax 612-664-5850