

ADDENDUM B

Specificity in Timesheets

Counsel should strive to provide sufficient information in their billing to demonstrate both reasonableness and compensability.

Proper Classification of Services (No Full-Day Bundling)

Do this . . .

Date	Service	Description	Time
4/5/21	Interviews and Conferences	Met with AUSA (.4); phone call with client (.4); met with client at jail (.8)	1.6
4/5/21	Obtain/Review Rcds	Reviewed 302s re: Count 1 (Bates Nos. 001-225)	3.2
4/5/21	Legal Research	Legal research for motion to suppress	1.5

Not this . . .

Dated	Service	Description	Time
4/5/21	Interviews and Conferences	Met with AUSA (.4); phone call with client (.4); met with client at jail (.8); Reviewed 302s re: Count 1 (Bates Nos. 001-225) (3.2); Legal research for motion to suppress (1.5)	6.3

Detailed Task Descriptions

Do this . . .

Date	Service	Description	Time
4/5/21	Travel time	Travel by to Sherburne County jail from office to meet with client to review discovery. Travel back to office after meeting.	1.5
4/5/21	Interviews and Conferences	Met with client to review discovery provided by AUSA	1.0
4/8/21	Obtain/Review Rcds	Reviewed additional discovery provided by AUSA	1.5
4/17/21	Legal Research	Researched whether the search of client's car without a warrant was unlawful; drafted motion to suppress (Doc. 112)	5.2
4/20/21	Obtain/Review Rcds	Reviewed cell site data, take notes, and draft timeline. Approx. 150 pages of cell site discovery (no bate numbers)	2.0

Not this . . .

Dated	Service	Description	Time
4/5/21	Travel Time	Travel to jail	1.0
4/5/21	Interviews and Conferences	Met with client	1.0
4/8/21	Obtain/Review Rcds	Reviewed discovery	1.5
4/17/21	Legal Research	Legal research and writing	5.2
4/20/21	Obtain/Review Rcds	Reviewed discovery	2.0

Aggregate Document Review and Other 0.1 Tasks

Do this . . .

Date	Services	Description	Time
4/5/21	Obtain/Review Rcds	Reviewed multiple ECF filings (Doc 2-9)	.3
4/6/21	Interviews and Conferences	Review and respond to multiple emails from AUSA re: discovery	.2

Not this . . .

Date	Service	Description	Time
4/5/21	Obtain/Review Rcds	ECF document review	.1
4/5/21	Obtain/Review Rcds	ECF document review	.1
4/5/21	Obtain/Review Rcds	ECF document review	.1
4/5/21	Obtain/Review Rcds	ECF document review	.1
4/5/21	Obtain/Review Rcds	ECF document review	.1
4/6/21	Interviews and Conferences	Email AUSA re: discovery request	.1
4/6/21	Interviews and Conferences	Review AUSA email response re: discovery request	.1
4/6/21	Interviews and Conferences	Email AUSA re: discovery request follow-up	.1
4/6/21	Interviews and Conferences	Review AUSA email response re: discovery request follow-up	.1