

MOTION, ENTRY, AND CERTIFICATION FOR APPOINTED COUNSEL FEES

In the _____ Court of _____, Ohio

Plaintiff: _____ Case No. _____

(for which representation is being provided)

v.

- Capital Offense Case (check if Capital Offense case)
 Guardian Ad Litem (check if appointed as GAL)

Defendant/Party Represented/In Re: _____

Judge: _____

MOTION FOR APPROVAL OF PAYMENT OF APPOINTED COUNSEL FEES AND EXPENSE

I, the undersigned appointed counsel, move this Court for an order approving payment of fees and expenses as indicated in the itemized statement. I certify that I have received no compensation in connection with providing representation in this case other than that described in this motion or which has been approved by the Court in a previous motion, nor have any fees and expenses in this motion been duplicated on any other motion.

As attorney/guardian ad litem of record, I was appointed on _____. This case terminated and/or was disposed of on _____. I am submitting this application on _____.

Name _____ Signature _____

Address _____ OSC # _____
(No., street, city, state, zip)

SUMMARY OF CHARGES, HOURS, EXPENSES, AND BILLING

OFFENSE/CHARGE/MATTER *List only the three most serious charges* ORC/CITY CODE DEGREE DISPOSITION

OFFENSE/CHARGE/MATTER <i>List only the three most serious charges</i>	ORC/CITY CODE	DEGREE	DISPOSITION
1.)			
2.)			
3.)			

Grand Total Hours and Expenses

Hrs: In _____ X Rate _____ = _____

Hrs: Out _____ X Rate _____ = _____

Flat Fee *Please enter your hours on the 2nd or 3rd page of this document and they will automatically be summed in the hour fields above.*

Counsel Fees _____

All Other Expenses _____

Travel Expenses _____

Grand Total _____

JUDGMENT ENTRY

The Court finds that counsel performed the legal services on the itemized statement and that the fees and expenses set forth on this statement are reasonable, are in accordance with the resolution of the Board of County Commissioners of _____ County, Ohio relating to payment of appointed counsel, and that all rules and standards of the Ohio Public Defender Commission and State Public Defender have been met.

IT IS THEREFORE ORDERED that counsel fees and expenses be approved in the amount of \$ _____ and be certified by the Court to the County Auditor for payment.

- Extraordinary fees granted (copy of journal entry attached) Fees have been reduced/denied (copy of journal entry attached)
 Fees above cap automatically reduce to cap

Judge _____
Printed Name

Judge _____
Signature *Date*

CERTIFICATION

I, County Auditor, do hereby certify that payment has been made.

Warrant Number _____ Warrant Date _____ Amount Paid \$ _____

County Number _____ County Auditor _____
Signature *Date*

CASE NUMBER _____ ATTORNEY/GAL _____
 IF CAPITAL OFFENSE CASE, LIST CO-COUNSEL'S NAME HERE: _____

ITEMIZED FEE STATEMENT

(OSC# may be entered once if only one attorney incurred fees. Otherwise, list OSC# of all attorneys incurring fees.)

I hereby certify that the following time was expended in representation of the defendant/party represented:

DATE OF SERVICE	ATTORNEY OSC#	OUT-OF-COURT TOTAL	IN-COURT TOTAL	DAILY TOTAL

DATE OF SERVICE (continued)	ATTORNEY OSC#	OUT-OF-COURT TOTAL	IN-COURT TOTAL	DAILY TOTAL
GRAND TOTAL				

Continue at top of next column.

Time is to be reported in tenth of an hour (6 minute) increments.

I hereby certify that the following expenses were incurred:
 Use the following categories for Type: (1) Postage/Phone (2) Records/Reports (3) Travel (4) Other

TYPE	PAYEE	AMOUNT

TOTAL

Clearly identify each expense and include a receipt for any expense. See Section (P)(1)(c) for privileged information.

ATTORNEY TIME LOG

CASE: _____

Note: The Ohio Public Defender does not require submission of this form. See additional information below.

DATE	ATTORNEY OSC#	ACTIVITY	OUT-OF-COURT TIME	IN-COURT TIME	TOTAL
Total Time and Fees					

*Record time in tenth of an hour (6 minute) increments

Note: the time entries on this page are copies of the first 18 time entries on the 2nd page of this document. The addition of the "Activity" column on this page provides additional detail should you need it on the first 18 time entries entered on the 2nd page. The "Total Time and Fees" totals at the bottom of this table are the totals from all entries entered on the 2nd page.