

UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF NEW YORK
Expert Acknowledgment Form



CJA eVoucher

Electronic Voucher Management System

Under the CJA eVoucher System you will be filing CJA vouchers and related documents electronically with the Southern District of New York. When using the CJA eVoucher System you must abide by the Federal Rules of Civil and Criminal Procedure, CJA Guidelines, the Local Rules, and any administrative orders and policies of the Southern District of New York and Second Circuit Court of Appeals.

You have full responsibility to ensure your user information, including your billing information, is accurate.

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

<p>Attorney's Name Requesting Your Service _____ <i>(This form can only be completed if an attorney is requesting your services.)</i></p> <p>Expert's Name _____</p> <p>Address _____ _____ _____</p> <p>Email Address _____</p> <p>Telephone _____</p> <p>I hereby acknowledge and confirm that I have full responsibility to ensure my information is accurate and current in the CJA eVoucher System. All vouchers and/or documents filed will be in accordance with the policies and guidelines outlined in this form.</p> <p>Expert's Signature _____</p> <p>Date _____</p>	<p>Type of Service Provider (check all that apply)</p> <p>01 Investigator 02 Interpreter/Translator 03 Psychologist 04 Psychiatrist 05 Polygraph 06 Documents Examiner 07 Fingerprint Analyst 08 Accountant 09 CALR (Westlaw/Lexis, etc.) 10 Chemist/Toxicologist 11 Ballistics 13 Weapons/Firearms/Explosive Expert 14 Pathologist/Medical Examiner 15 Other Medical 16 Voice/Audio Analyst 17 Hair/Fiber Expert 18 Computer (Hardware/Software/Systems) 19 Paralegal Services 20 Legal Analyst/Consultant 21 Jury Consultant 22 Mitigation Specialist 23 Duplication Services 24 Other (Specify) _____ 25 Litigation Support Services 26 Computer Forensics Expert</p>
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*After completing this form, scan it into .pdf format and e-mail it to: CJAclerk@nysd.uscourts.gov