

CJA OTHER EXPENSE WORKSHEET

Case Number: _____

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Case Name: _____

Date	Brief Explanation/Description of Service	In-house* Photocopyin g	Outside Photocopyin g	Postage and Delivery	Toll Calls	CALR**	Other
Category Totals (enter on last page only)							

Receipts are required for any single expense in excess of \$50.00
 *List number of pages and per page cost for in-house copies
 **Receipts are required for ALL CALR expenses