

## **Notice for CJA Panel Attorneys**

### **CJA Travel Computations**

**September 15, 2014**

Computation of mileage and time claimed for travel for attorneys and service providers is based on the attorney's address of record as registered with the Court's ECF system or the service provider's address as listed on the voucher. If travel is to/from any other address, the specific full address MUST be stated in the voucher entry or in an attachment to the voucher. If there is a change of address during the course of a voucher, the prior specific address must be listed in the entries otherwise time and mileage will be calculated using the address of record at the time of filing.

The Court relies on the use of internet mapping sites to determine the greatest maximum allowable claim under Section 5.b. of the District of Arizona's Guidelines for Claims Submitted for Reimbursement Pursuant to the Criminal Justice Act. Travel claims by service providers are evaluated in the same manner. Occasional variables such as excessive congestion or construction will generally not be considered. Travel time will be measured as driving time only. If you walk to the courthouse, you must so state in the voucher entry.

The policy establishes a consistent and efficient standard by which the Court can evaluate the reasonableness of all claims for mileage and travel time.