IN COURT HOURLY WORKSHEET

Case No. _____

Voucher No. _____

Date	Brief Description	Arraignment and/or Pleas	Bail Hearings	Motion Hearings	Trial	Sentence Hearing	Revocation Hearings	Appeals Court	Other
	Page Total								
	Grand Total								

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OUT OF COURT HOURLY WORKSHEET

Case No. _____

Voucher No. _____

Date	Brief Description of Services	Interviews and Conferences	Obtaining and Reviewing Records	Legal Research & Brief Writing	Travel Time	Investigative and other Work
	Page Total					
	Grand Total					

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OTHER EXPENSE WORKSHEET

Case No. _____

Voucher No. _____

Date	Brief Description	Mileage	Parking	Meals	Lodging	Copying	Toll Charges	Postage	Other
	Page Total								
	Grand Total								

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