

eVoucher 6.11

CJA-24 Authorizations

Creating a CJA-24 Authorization

Step 1

On the Home page, in the Appointments' List section, click the case number link.

Appointments' List	
Search:	
Appointments	Defendant
Case: 1:14-CR-08805-AA Defendant #: 1 Case Title: USA v. Branson Attorney: Andrew Anders Representation ID: 2 Appointment ID: 4	Defendant: Jebediah Branson Representation Type: Criminal Case Order Type: Appointing Counsel Order Date: 03/03/14 Pres. Judge: Albert Albertson Adm./Mag Judge:
Case: 1:14-CR-08806-AA Defendant #: 1 Case Title: USA v. Watson Attorney: Andrew Anders Representation ID: 4 Appointment ID: 2	Defendant: Thomas Watson Representation Type: Criminal Case Order Type: Appointing Counsel Order Date: 03/03/14 Pres. Judge: Albert Albertson Adm./Mag Judge:
Case: 1:14-CR-08808-AA Defendant #: 1 Case Title: USA v. Howell Attorney: Andrew Anders Representation ID: 10 Appointment ID: 8	Defendant: Thomas Howell Representation Type: Criminal Case Order Type: Appointing Counsel Order Date: 03/03/14 Pres. Judge: Albert Albertson Adm./Mag Judge:

Step 2

On the left side of the Appointment Info page, in the Create New Voucher section, click the **Create** link for AUTH-24.

Appointment In this page you will find a summary about this appointment, including a list of vouchers related to this appointment and links to create new vouchers View Representation	
Create New Voucher	
AUTH Authorization for Expert and other Services	Create
AUTH-24 Authorization for payment of transcript	Create

Appointment Info	
1. CIR. DIST. DIV. CODE 0101	2. PERSON REPRESENTED Thomas Watson
3. MAG. DKT/DEF. NUMBER	4. DIST. DKT/DEF. NUMBER 1:14-CR-08806-1-AA
7. IN CASE/MATTER OF (Case Name) USA v. Watson	8. PAYMENT CATEGORY Felony (including pre-trial diversion of alleged felony)
11. OFFENSE(S) CHARGED 12:1738.P MORTGAGE DISCRIMINATION 12. ATTORNEY'S NAME AND MAILING ADDRESS Andrew Anders 110 Main Street San Antonio TX 78210 Phone: 210-833-5623 Cell phone: 210-555-1234 Email: lisa_omelas@actx.uscourts.gov	

eVoucher 6.11

CJA-24 Authorizations

Step 3

On the Basic Info page, enter the required details of the transcript in the applicable fields.

AUTH-24 Attorney Enters

Def.: Thomas Watson

[Link to CM/ECF](#)

Voucher #:
Request Date:
Decision Date:

Tasks

[Link To Appointment](#)
[Link To Representation](#)

Basic Info

1. CIR. DIST. DIV. CODE 0101	2. PERSON REPRESENTED Thomas Watson	VOUCHER NUMBER	
3. MAG. DKT. DEF. NUMBER 1:14-CR-08806-1-AA	4. DIST. DKT. DEF. NUMBER 1:14-CR-08806-1-AA	5. APPEALS. DKT. DEF. NUMBER	6. OTHER. DKT. DEF. NUMBER
7. IN CASE MATTER OF (Case Name) USA v. Watson	8. PAYMENT CATEGORY Felony (including pre-trial diversion of alleged felony)	9. TYPE PERSON REPRESENTED Adult Defendant	10. REPRESENTATION TYPE Criminal Case

11. OFFENSE(S) CHARGED
12. 1738 P MORTGAGE DISCRIMINATION

12. ATTORNEY'S NAME AND MAILING ADDRESS
Andrew Anders
110 Main Street
San Antonio TX 78210
Phone: 210-833-5623
Cell phone: 210-555-1234
Email: jua_omelas@actx.uscourts.gov

13. COURT ORDER

☐ A Associate ☐ C Co-Counsel ☐ D Federal Defender ☐ F Subs for Federal Defender

☐ L Learned Counsel (Capital Only) ☒ O Appointing Counsel ☐ P Subs for Panel Attorney ☐ R Subs for Retained Attorney

☐ S Pro Se ☐ T Retained Attorney ☐ U Subs for Pro Se ☐ X Administrative

☐ Y Standby Counsel

Prior Attorney's Name
Appointment Date:
Signature of Presiding Judge or By Order of the Court
Albert Albertson
Date of Order: 3/3/2014
Nunc Pro Tunc Date

14. LAW FIRM NAME AND MAILING ADDRESS

Repayment ☐ YES ☒ NO

PROCEEDING IN WHICH TRANSCRIPT IS TO BE USED (Describe briefly)

PROCEEDINGS TO BE TRANSCRIBED (Describe specifically). NOTE: For trial transcripts, specify, e.g., voir dire, prosecution opening statement, defense opening statement, witness testimony, prosecution argument, defense argument, prosecution rebuttal, jury instructions, and/or miscellaneous conferences.

Apportioned Cost (%)

Apportioned Case and Defendant

Special Transcript Handling **30-Day**

« First < Previous Next > Last » Save Delete Draft Audit Assist

From the **Special Transcript Handling** drop-down list, select the type of transcript handling.

30-Day

14-Day

7-Day

3-Day

Next-Day

2-Hour

Realtime Unedited

Note: Fill in the details for the transcript you are requesting. The required items are marked with a red asterisk. You can attach any relevant documents on the **Documents** tab.

eVoucher 6.11

CJA-24 Authorizations

Step 4

Confirm and submit the CJA-24 authorization.

Once you select the **I swear and affirm the truth or correctness of the above statements** check box, the **Submit** button becomes active. Click **Submit**.

Public/Attorney Notes

Attention: The notes you enter will be available to the next approval level.

☒ I swear and affirm the truth or correctness of the above statements

Date:

 **Submit**

« First

< Previous

Next >

Last »

Save

Delete Draft

Audit Assist