

MEMORANDUM REQUEST FOR EXPERT SERVICES UP TO THE STATUTORY MAXIMUM

TO: Honorable Judge _____

FROM: _____ DATE: _____

CASE NAME: _____ CASE NUMBER: _____

It is requested that advance authorization be granted to obtain services in an amount up to the statutory maximum of \$2400 allowed under the provisions of subsection (e)(3) of the Criminal Justice Act, 18 U.S.C. § 3006A as follows:

PROPOSED EXPERT:

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ E-MAIL: _____

TYPE OF EXPERT:

- Investigator, Interpreter / Translator, Psychologist, Psychiatrist, Polygraph Examiner, Documents Examiner, Fingerprint Analyst, Accountant, Chemist / Toxicologist, Ballistics Expert, Weapons / Firearms / Explosive Expert, Pathologist / Medical Examiner, Other Medical Expert, Voice / Audio Analyst, Hair / Fiber Expert, Computer (Hardware/Software/Systems), Paralegal Services, Legal Analyst / Consultant, Jury Consultant, Mitigation Specialist, Duplication Services, Other (specify)

PROCEEDING FOR WHICH EXPERT REQUESTED:

- Pretrial, Trial, Sentencing, Other

DESCRIPTION OF REQUESTED SERVICE: _____

TOTAL ESTIMATE OF FEES AND EXPENSES:

- Hourly Rate of \$ x Estimated Hours = \$, Fixed Fee Estimated \$, Daily Rate of \$ x Estimated Hours = \$

EXPENSES:

- Mileage (estimate) miles x \$ = \$, Other

- 1. Completed form must be attached to the Motion for Expert Services and proposed Order. 2. After receiving approval, send Statement of Work for Expert Services and signed Order to expert, requesting expert sign, date and return to you. File Statement of Work under Seal with court.

Attorney name and Bar Number
Attorney for Defendant
Address
City, State, Zip
Telephone
Facsimile
E-Mail

IN THE UNITED STATES DISTRICT COURT
DISTRICT OF UTAH, CENTRAL DIVISION

UNITED STATES OF AMERICA,

Plaintiff,

v.

(Defendant),

Defendant.

SEALED EX PARTE APPLICATION
FOR AUTHORITY TO RETAIN
(TYPE OF EXPERT)
AT GOVERNMENT EXPENSE

Case No. (Case Number)

Judge

The Defendant, (Name of Defendant), by and through his attorney of record, (Attorney Name), hereby moves the court pursuant to 18 U.S.C. §3006A(e)(3) for authority to retain (type of expert) at Government expense.

[Nature of the Case and Charges]

[Narrative Description of Requested Expert Services]

Counsel further requests payment up to the statutory maximum of \$2400 based on the contained in the attached Memorandum Request for Expert Services.

For the reasons set forth herein, the Defendant respectfully moves the Court for an Order allowing (title/type of expert and expert name) to bill at (enter hourly rate, daily rate, etc.), not to exceed the statutory maximum of \$2,400.00, exclusive of travel costs and expenses, all subject to

reasonableness and final review by the Court.

DATED this ____ day of _____, 20__.

Attorney Name