

UNITED STATES COURT OF APPEALS
FOR THE THIRD CIRCUIT

NOTICE TO COUNSEL
APPOINTED IN PRO BONO CASES

To induce lawyers to serve as appointed counsel in Pro Bono causes, the Court has authorized recovery of up to \$1,000 (One Thousand Dollars) of expenses related to representation in a pro bono matter. Recovery of expenses is limited, and should not be considered a fee for services rendered.

Reimbursable Expenses include:

- a. Transcripts
- b. Travel expenses (at Government rates and per diem)
- c. Telephone calls to your client
- d. Copying
- e. Photographs
- f. Other appropriate expenses as may be determined.

A voucher for total expenses may be submitted at the conclusion of the case. Counsel may apply for interim reimbursement if necessary. Counsel should keep careful records of recoverable expenses.

Non-Reimbursable Items:

- a. General office overhead
- b. Items and services of a personal nature
- c. Typesetting of briefs prohibited (Photocopying, “xeroxing” or a similar service are recoverable as costs.)

For questions or clarification on any of these items, please call Jean Howard (267-299-4908) or Kelly A. Glaum (267-299-4904).

The Court deeply appreciates your service on behalf of indigent litigants, and it makes available these Administrative Funds to assist you in your service.

For The Court,

Marcia M. Waldron

MARCIA M. WALDRON
Clerk