

United States District Court
District of New Mexico
Office of the Clerk



Matthew J. Dykman
Clerk of Court

Pete V. Domenici United States Courthouse

333 Lomas Blvd. N.W. - Suite 270
Albuquerque, New Mexico 87102
(505) 348-2000 - Fax (505) 348-2028

Divisional Offices
120 South Federal Place
P.O. Box 2384
Santa Fe, NM 87504-2384
(505) 988-6481
Fax (505) 988-6473

200 East Griggs
Las Cruces, NM 88001
(505) 528-1400
Fax (505) 528-1425

August 16, 2007

Dear CJA Panel Attorney:

As you are aware the Court currently does not allow payment for mileage for one-way trips under thirty miles or for payment of travel time for the same. Per the NM CJA Manual it states as follows:

Counsel may bill for travel expenses such as airfare (prior authorization must be obtained for air travel), meals, lodging, car rental, parking, taxi services and telephone calls, and mileage so long as the distance traveled is greater than thirty miles one way with respect to counsel's place of business.

As a result of the July CJA Brown Bag meeting held in Albuquerque, this topic was raised at the Judges meeting, held Monday, August 13th. The District Judges decided to eliminate this policy and allow for payment of both time and mileage regardless of the distance involved.

The Court will pay for **travel occurring on or after August 13, 2007**, at the applicable rate, regardless of the distance. For travel completed before August 13th, the prior policy will still apply. Please note: reimbursement is not based on when the voucher was submitted, but rather on the date of travel.

Should you have any questions regarding this change, please contact Kendra Van Tiem, Finance & Budget Specialist at 348-2146.

Sincerely,

Matthew J. Dykman
Clerk of Court