

**UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF OHIO
CJA PANEL ATTORNEY REGISTRATION FORM**

PERSONAL INFORMATION

NAME: _____
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Do you have another eVoucher account with a different Court? Yes No
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The following steps are required to establish an eVoucher account with the Southern District of Ohio:

1. Upon receipt of this form, the CJA Specialist will create an eVoucher account and/or link the account to an existing account. Email notifications will be sent.
2. As the attorney, I am required to create a Login.gov account and establish tax reporting and payment credentials in the Vendor Manager Systems (“VMS”) for electronic fund transfer payments. **Vouchers cannot be submitted without both accounts being established and payments will not be disbursed.** *Paper checks are no longer issued for payment.*
3. **IMPORTANT:** If there are other panel members or experts associated with your firm, an Authorized Agent will need to be established. See the “Authorized Agent” Job Aid at <https://www.ohsd.uscourts.gov/criminal-justice-act>.
4. I am a U.S. citizen or other U.S. person.

Attorney Signature: _____ Date: _____

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Potter Stewart U.S. Courthouse – Attn: M. Rogers,
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