Page __________

CASE LOG SHEET

Attorney: ____ Client: ____

ACP File #: ______________________________________

RECORD TIME IN HOURS AND TENTHS

Per Copy Cost: $. ____________

Activity Codes

11 = Intitial Appearance
12 = Prelim. Hearing
13 = Other Hearing/Arg. Motions
14 = Adjournment
15 = Pre-trial Conf.

16 = Plea/Disp.
17 = Trial
18 = Sentence
19 = Other

21 = Conference
22 = Phone
23 = Letter
24 = Research

25 = Preparation
26 = Document Prep.
27 = Document Review
28 = Travel
29 = Other

DATE	CODE	IN COURT	OUT COURT	POSTAGE	# COPIES	NATURE OF ACTION OR PROCEEDING
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MISCELLANEOUS EXPENSES (Proof of Payment MUST Be Attached)		
DATE	NATURE OF EXPENSE	AMOUNT