



## City of Lacey

### Public Defender Investigative Services Request Form

Requests for investigative services should be completed prior to the use of services, unless otherwise authorized by the City. Approved expenses will be reimbursed after an invoice is received.

Requesting Attorney Name:

Attorney Firm:

Request Date:

Case Number:

Charge(s):

Requested Investigator:

Name:

Address:

Phone:

E-mail:

Description of Services:

Hours of Service:

Hourly Rate:

Total Expenses Requested:

Attorney Signature:

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City Use Only

Amount Approved:

Approval Date:

Approved By:

Approval Sent to Attorney: