



MONTHLY PUBLIC DEFENDER REPORTING

Reporting shall be provided to the City on a monthly basis by the 15th day of the month in which said documented services were rendered. Reports shall be submitted electronically to sadie.siglin@cityoflacey.org

Report Month

Report Year

Reporting Firm/Attorney

Signature

Date

TABLE A
 MONTHLY REPORTING TOTALS

	Monthly Total	Year to Date Total
NUMBER OF CASES ASSIGNED		
NUMBER OF CASES CLOSED		
CALENDAR HOURS		
REVIEWS ASSIGNED		
NUMBER OF CASES REASSIGNED TO CONFLICT OR PRIVATE COUNSEL		
TIME SPENT ON CASES REASSIGNED TO CONFLICT OR PRIVATE COUNSEL		
NUMBER OF CRIMINAL CASES HANDLED OUTSIDE OF THIS CONTRACT		
PERCENTAGE OF TIME SPENT ON CIVIL OR NON-CRIMINAL CASES		

TABLE B
MONTHLY ASSIGNED CASE DETAIL

	Date Assigned	Client Name	Case Number	Case Type
1				
2				
3				
4				
5				
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11				
12				
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14				
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TABLE B CONTINUED
MONTHLY ASSIGNED CASE DETAIL

	Date Assigned	Client Name	Case Number	Case Type
41				
42				
43				
44				
45				
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47				
48				
49				
50				
51				
52				
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80				

TABLE C
MONTHLY CLOSED CASE DETAIL

	Date Assigned	Date Closed	Client Name	Case Number	Case Type	Date of Initial Contact	Investigative/Expert Services Used	Substantive Motions	Trial Confirmed	Final Disposition
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
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17										
18										
19										
20										
21										
22										
23										
24										

TABLE C CONTINUED
MONTHLY CLOSED CASE DETAIL

	Date Assigned	Date Closed	Client Name	Case Number	Case Type	Date of Initial Contact	Investigative/Expert Services Used	Substantive Motions	Trial Confirmed	Final Disposition
25										
26										
27										
28										
29										
30										
31										
32										
33										
34										
35										
36										
37										
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