eVOUCHER: ATTORNEY

HOME PAGE

FOLDER DESCRIPTIONS

The Home Page provides access to all of your appointments and vouchers:

- **My Active Documents:** Contains documents that you are currently working on or have been submitted to you by an expert service provider. These documents are waiting for action by you.
- Appointments' List: Quick reference to all your appointments.
- **My Proposed Assignments:** Cases will appear in this folder if an appointment has been proposed to you and you have not accepted or rejected the appointment.
- **My Submitted Documents:** Contains vouchers for yourself, or for your service provider, which have been submitted to the court for payment. Documents submitted to the court requesting expert services or interim payments will also appear in this folder.
- My Service Provider's Documents: Contains all the vouchers for your service providers:
 - Vouchers in progress by the experts
 - Vouchers submitted to the attorney for approval and submission to the court
 - Vouchers signed off by the attorney and submitted to the court for payment
- Closed Documents: Contains documents that have been paid or have been approved by the court. Closed documents will only be displayed for open cases. When the appointment is completed, the closed documents will no longer be displayed on your homepage. They are still accessible through the appointment page.

Revision History

Date	Description
Date 12/15	Description Original Version