



**STATE OF NEVADA  
DEPARTMENT OF INDIGENT DEFENSE SERVICES**

896 West Nye Lane, Suite 202 | Carson City, NV 89703-1578  
Phone: (775) 687-8490 | [dids.nv.gov](http://dids.nv.gov)

**DIDS Policy on Attorney Billing**

DIDS has adopted the following policy regarding attorney billing in appointed cases. This policy is subject to amendment as necessary.

All overhead expenses, secretarial expenses, expenses for stationery or supplies, computer equipment, subscriptions, or programs, preparation and review of bills and/or requests for approval of expenses, clerical time for photocopying, opening files, calendaring dates, and other items that are administrative or a cost of doing business are not compensable. (It is acceptable to bill for reasonable legal research time.)

DIDS will not approve reimbursement for facsimiles, cell phone calls, parking fees, or mileage to and from local workplaces or local courthouse, etc.

DIDS will reimburse for: (1) reasonable legal research time; (2) mileage traveled outside your normal city of work at the current Government established rate/mile; (3) copies at \$0.15/page (or other reasonable amount, supported by receipt); (4) reasonable postage; (5) collect calls from an appointed client from a correctional facility and (6) attorney's travel time (subject to terms of county contracts).

All reimbursements must be accompanied by detailed documentation/receipts, etc.

The appearance of more than one attorney in all non-capital cases must be done in compliance with the county plan and approved by DIDS in advance. Request forms are on the DIDS website @ [dids.nv.gov](http://dids.nv.gov).

For any doubts or questions regarding acceptable billing practices, please make specific inquiry to DIDS prior to submitting request for payment.