

THE UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF WYOMING

FILED
U.S. DISTRICT COURT
DISTRICT OF WYOMING

March 1 2012

Stephan Harris, Clerk
Cheyenne

GENERAL ORDER REGARDING FILING OF BILL OF COSTS

Administrative Order 2012-02

This General Order of the Court is entered to supplement the District of Wyoming's Local Rule 54.2 Taxation of Costs pending review of the District's Standing Committee on Local Rules.

It is ORDERED that after entry of final judgment allowing costs to the prevailing party, the attached form (AO 133) shall be prepared and submitted to the Court.

Dated this 1st day of March, 2012.


Nancy D. Freudenthal
Chief Judge

**United States District Court
District of Wyoming
Procedures for Taxation of Costs
Pursuant to 28 U.S.C. § 1920**

A bill of costs shall be submitted on Form AO133, a copy of which is attached to this handout.

General Information

For more information on taxation of costs see 28 U.S.C. §§ 1918, 1919, 1920, 1923 and 1924; Fed. R. Civ. P. 54(d)(1); and Local Rule 54.2. See also 28 U.S.C. § 1821 regarding per diem, mileage, and subsistence rates generally.

Motions for attorneys fees and expenses are to be filed separately and will be ruled upon by the assigned judge.

The current fee allowances are:

Witness fees:	\$40.00 a day
Mileage for witnesses:	\$.51 per mile round trip (maximum of 1000 miles).
Subsistence in Cheyenne & Casper:	\$123.00 if an overnight stay is required
Subsistence in Jackson:	\$169.00 if an overnight stay is required \$219.00 if an overnight stay is required (7/1-8/31)

Substantiating documentation, i.e., court reporter invoices, in-house and/or vendor copying charges, process server invoices, etc., **must** be submitted in support of all costs claimed.

UNITED STATES DISTRICT COURT

for the

v. _____)
 _____)
 _____) Case No.: _____)
 _____)
 _____)

BILL OF COSTS

Judgment having been entered in the above entitled action on _____ against _____ ,
 the Clerk is requested to tax the following as costs:

Fees of the Clerk	\$ _____
Fees for service of summons and subpoena	_____
Fees for printed or electronically recorded transcripts necessarily obtained for use in the case	_____
Fees and disbursements for printing	_____
Fees for witnesses (<i>itemize on page two</i>)	0.00
Fees for exemplification and the costs of making copies of any materials where the copies are necessarily obtained for use in the case	_____
Docket fees under 28 U.S.C. 1923	_____
Costs as shown on Mandate of Court of Appeals	_____
Compensation of court-appointed experts	_____
Compensation of interpreters and costs of special interpretation services under 28 U.S.C. 1828	_____
Other costs (<i>please itemize</i>)	_____
TOTAL	\$ 0.00

SPECIAL NOTE: Attach to your bill an itemization and documentation for requested costs in all categories.

Declaration

I declare under penalty of perjury that the foregoing costs are correct and were necessarily incurred in this action and that the services for which fees have been charged were actually and necessarily performed. A copy of this bill has been served on all parties in the following manner:

- Electronic service First class mail, postage prepaid
 Other: _____

s/ Attorney: _____

Name of Attorney: _____

For: _____ Date: _____
Name of Claiming Party

Taxation of Costs

Costs are taxed in the amount of _____ and included in the judgment.

Clerk of Court By: _____ _____
Deputy Clerk *Date*

UNITED STATES DISTRICT COURT

Witness Fees (computation, cf. 28 U.S.C. 1821 for statutory fees)							
NAME, CITY AND STATE OF RESIDENCE	ATTENDANCE		SUBSISTENCE		MILEAGE		Total Cost Each Witness
	Days	Total Cost	Days	Total Cost	Miles	Total Cost	
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
						TOTAL	\$0.00

NOTICE

Section 1924, Title 28, U.S. Code (effective September 1, 1948) provides:

“Sec. 1924. Verification of bill of costs.”

“Before any bill of costs is taxed, the party claiming any item of cost or disbursement shall attach thereto an affidavit, made by himself or by his duly authorized attorney or agent having knowledge of the facts, that such item is correct and has been necessarily incurred in the case and that the services for which fees have been charged were actually and necessarily performed.”

See also Section 1920 of Title 28, which reads in part as follows:

“A bill of costs shall be filed in the case and, upon allowance, included in the judgment or decree.”

The Federal Rules of Civil Procedure contain the following provisions:

RULE 54(d)(1)

Costs Other than Attorneys’ Fees.

Unless a federal statute, these rules, or a court order provides otherwise, costs — other than attorney’s fees — should be allowed to the prevailing party. But costs against the United States, its officers, and its agencies may be imposed only to the extent allowed by law. The clerk may tax costs on 14 day’s notice. On motion served within the next 7 days, the court may review the clerk’s action.

RULE 6

(d) Additional Time After Certain Kinds of Service.

When a party may or must act within a specified time after service and service is made under Rule 5(b)(2)(C), (D), (E), or (F), 3 days are added after the period would otherwise expire under Rule 6(a).

RULE 58(e)

Cost or Fee Awards:

Ordinarily, the entry of judgment may not be delayed, nor the time for appeal extended, in order to tax costs or award fees. But if a timely motion for attorney’s fees is made under Rule 54(d)(2), the court may act before a notice of appeal has been filed and become effective to order that the motion have the same effect under Federal Rule of Appellate Procedure 4(a)(4) as a timely motion under Rule 59.