

The GALs have been emailing Leanne Wakefield a copy of their County pay fees.

When she receives the Thursday docket from Ana (GMP), she reviews the list and then emails the Commissioner who is assigned to the case, along with Ana to let them know she has reviewed the fees and for how much.

Please make sure you attach any receipts for costs for which you are asking for reimbursement.

Leanne keeps a copy of your fees. After the order is assigned Ana has been including Leanne on the emails to everyone with the signed copy of the order.

It helps Leanne to have the fees ahead of time. Send your fees to Leanne shortly after you file your GAL Report, because at that time, you have already calculated your fees – they are requested in the report.

***Leanne Wakefield  
Superior Court Administrator's Office  
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