

NOTICE TO PROVIDERS OF PUBLIC DEFENSE SERVICES

EFFECTIVE IMMEDIATELY THE OFFICE OF PUBLIC DEFENSE SERVICES WILL ACCEPT PROVIDER'S FEE STATEMENTS AND BACKUP DOCUMENTS VIA FACSIMILE IF YOU ARE NOT SUBMITTING ANY TYPE OF RECEIPT FOR REIMBURSEMENT.

PLEASE FAX FEE STATEMENTS TO THIS NUMBER: (503) 378-4463

ORIGINAL RECEIPTS ARE STILL REQUIRED FOR REIMBURSEMENT FOR CERTAIN EXPENSES. THOSE REQUIREMENTS HAVE NOT CHANGED. IF AN ORIGINAL RECEIPT IS REQUIRED, PLEASE MAIL YOUR FEE STATEMENT. PLEASE DO NOT STAPLE DOCUMENTS. IN ADDITION, WE ASK THAT YOU TAPE SMALL RECEIPTS AND OTHER SMALL DOCUMENTS TO AN 8 ½ X 11 SHEET OF PAPER.

THANK YOU FOR YOUR COOPERATION.

CONTRACT AND BUSINESS SERVICES DIVISION
OFFICE OF PUBLIC DEFENSE SERVICES