

NON-CAPITAL EXPERT REQUESTS & PAYMENT

IDS only pre-approves experts in potentially capital cases at the trial level, appeals, and capital post-conviction cases. In those cases, expert requests should be submitted to IDS before the expense is incurred in accordance with IDS policies. Assuming IDS authorizes funds, the expert should then submit his or her bill to IDS for payment.

In all other cases, attorneys should follow the same procedure they followed before IDS was created—i.e., submit an *ex parte* expert request to a Judge and obtain a Court Order authorizing the expense. Assuming the Judge authorizes funds, the attorney or expert should then mail the expert's bill and the Court Order to Financial Services at the following address:

IDS Financial Services
P.O. Box 2448
Raleigh, NC 27602

IDS Financial Services will then issue payment directly to the expert.