

**STATE OF WEST VIRGINIA**

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On December 30, 2025, at the Supreme Court of Appeals of West Virginia the following order was made and entered:

**RE: APPROVAL OF COURT FORM: “ALLOWANCES TO CIRCUIT COURT JUDGES FOR MILEAGE AND PER DIEM”, No. 25-636**

On October 1, 2025, the Director of Finance Services of the Supreme Court of Appeals of West Virginia presented a form request regarding the following new form: “Allowances to Circuit Court Judges for Mileage and Per Diem.” The requested new form is based on statutory changes.

Upon consideration and review, the Court is of the opinion to and does approve and adopt the form for use. The Court directs the Administrative Office to distribute the form and provide instructions for its use as necessary. The form may be accessed and downloaded from the Supreme Court of Appeals of West Virginia’s Intranet.

A True Copy

Attest: /s/ C. Casey Forbes  
Clerk of Court

