

# GST Tax Invoice- Duty Lawyer Attendance

## District Court:

For the day of \_\_\_\_\_



To: Legal Aid

DX:

City:

Please ensure all columns are filled in where appropriate and amounts are recorded as **GST inclusive**.

The ready reckoner has been provided overleaf to calculate the daily dollar value of services along with details of travel and mileage.

Duty Lawyer Name ----- GST number	Start time	Finish time	Private work/lunch	Total hours worked	Travel	Mileage	Total amount	Duty Lawyer Signature	Supervisor code	LA office use only
GST: .....					\$	\$	\$			
GST: .....					\$	\$	\$			
GST: .....					\$	\$	\$			
GST: .....					\$	\$	\$			
GST: .....					\$	\$	\$			
GST: .....					\$	\$	\$			

I certify that the duty lawyers whose names appear above performed the duty lawyer service on the day stated:

Deputy Registrar/Duty Lawyer Supervisor \_\_\_\_\_  
*(name and signature)*

Date: \_\_\_\_\_

**Please print clearly. Information that cannot be read, will not be processed.**

**Legal Aid office use only**

Entered by: \_\_\_\_\_

Approved by: \_\_\_\_\_

Date processed: \_\_\_\_\_

