# Legal Aid Invoice

**Criminal Legal Aid Fixed Fees Schedules A-C**

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**To:** Legal Aid,  
**Name of aided person:**  
**Name of lead provider:**  
**Provider number:**  
**Court type:**  

### Details of claim

**Date activity/fixed fee completed:**  
**Final invoice:**  
**Interim:**

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**Base Fees**

- Disposed prior to defended hearing
- Disposed prior to defended hearing – CMM Courts (CMM + guilty plea/sentencing)
- Disposed at defended hearing (including 1.5hrs hearing time)
- Disposed at defended hearing – CMM Courts (CMM)
- Disposed at defended hearing – CMM Courts (all attendances excluding CMM)
- Interim fee
- Completion fee (disposed prior to defended hearing)
- Completion fee (disposed at defended hearing)

### Additional Fees

- Opposed application for bail, name suppression
- Electronic bail monitoring
- Opposed application for media coverage
- Expert witness/reports
- Section 38 – forensic report
- Restorative justice report
- Written sentencing submissions
- Appeal against disclosure decision
- Appeal against bail or media coverage
- Appeal against name suppression
- Termination of assignment fee

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<table>
<thead>
<tr>
<th>Schedule A (excl. GST)</th>
<th>Schedule B (excl. GST)</th>
<th>Schedule C (excl. GST)</th>
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</thead>
</table>

**Total fixed fees (excl. GST)** $  
**Total hearing time (excl. GST)** $  
**Total disbursements (excl. GST)** $  
**Total GST** $  
**Total amount (incl. GST)** $  

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*If you are not registered for GST, you will be paid the GST excl. amount*
<table>
<thead>
<tr>
<th>Hearing Time</th>
<th>No. half hours*</th>
<th>Rate (excl. GST)</th>
<th>Total fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Defended hearing/sentencing hearing (note you may only claim time in excess of 1.5hrs)</td>
<td></td>
<td>$48 per half hour</td>
<td></td>
</tr>
<tr>
<td>Interlocutory appeal</td>
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</tr>
</tbody>
</table>

*Hearing time (HT) and waiting time (WT) to be recorded separately in half hour blocks.

**Disbursements** (specify using GST excl. amount and attach invoice/receipt)

- Interpreters preparation
- Interpreters in court not judge directed
- Library
- Other LINZ fees
- Report – Medical
- Report – Restorative justice
- Translators
  - Travel – Personal car – necessary – @ $ per km (as necessary)
  - Travel – Plane, train, bus, taxi and parking – necessary
  - Travel – Rental car – necessary
  - Travel – Time – necessary
- Witness
- Witnesses and expert witnesses – allowances

**Prior-approval disbursements** (specify using GST excl. amount and attach invoice/receipts, where applicable)

- Witnesses and expert witnesses – travel

**Interim fee**

If you are claiming an interim fee, please explain the work undertaken to substantially progress the case.

**Lead provider**

Please tick as appropriate:

- I am claiming hearing time and have records of all hearing time covered by this claim.
- I am making a claim on a grant that has been reassigned to another provider
  - AND I have prior approval to claim a termination of assignment fee
  - OR I am seeking approval to claim a termination of assignment fee in conjunction with this invoice.

I confirm that:

- No other payment, remuneration or benefit has been or will be received in respect of this work (unless authorised by Legal Aid).
- Any non-lawyer or supervised provider performed his or her work under my supervision and I am responsible for it.
- I have advised Legal Aid of all charges I am aware of against the aided person named above.
- If claiming hearing time I have records of all hearing time covered by this claim.

**Signature of lead provider**

**Date**

day  month  year