



Legal Aid

07/19 form 48
Tax Invoice
Civil Legal Aid
Fixed Fees
Children's Workers Exemption Appeals

Legal aid file no.
Invoice date
Invoice number
GST number
Lead provider's ref.

To: Legal Aid,
Customer
Lead provider
Law firm
DX Box Number
City
Provider number
Firm number

Details of claim

Fixed Fee: Date fixed fee(s) completed
Fixed Fee Plus: Covers period from to

Interim invoice
Final invoice

Table with 4 columns: Description, Number of fixed fees, Fixed fee (excl. GST), Total fixed fees (excl. GST). Rows include Interim Grant, Termination of Instructions, Application(s)/Order(s), Specialist Reports, Pre-hearing Matters, and Defended Hearing(s).

Summary table with 2 columns: Description, Amount. Rows include Total fixed fees (excl. GST)*, Total fixed fee plus activities (excl. GST)*, Total disbursements (excl. GST)*, User charge deduction (excl. GST)*, Total GST*, and Total amount (incl. GST).

*If you are not registered for GST, you will be paid the GST excl. amount

	Lead Provider		Listed Provider B	
Provider name or number	_____		_____	
Level of experience	1	2	3	SUP
Provider rate (excl. GST)	\$ _____		\$ _____	
Fixed Fee Plus Activities ¹	Hours	Total fees	Hours	Total fees

¹ Activities where prior approval has been sought and granted.

Disbursements (attach receipts/invoices, where applicable)	Units	Total (excl. GST)
Birth certificate		
Court-directed bundles – in-house		
Court-directed bundles – third party		
Court filing fee		
Deed of Assignment		
Document and process server		
Drug testing		
Expert consultancy service		
Interpreter		
Library		
Office disbursements		
Psychiatric/Psychologist reports		
Translators		
Travel – Personal car – necessary – @ \$ _____ per km (as per policy)		
Travel – Plane, train, bus, taxi, and parking – necessary		
Travel – Rental car – necessary		
Lead Provider Travel – Time – necessary		
Listed Provider B Travel Time – necessary		

Prior-approval disbursements (attach receipts/invoices, where applicable)	Units	Total (excl. GST)

User charge

Please complete if this case is subject to a user charge and the user charge amount has not been deducted on this file.

The total approved payment may be reduced by the user charge amount where the total approved is more than the user charge.

Total amount less the user charge deduction (incl. GST)* \$ _____

Progress/Result

Please provide an update on the current status of the proceedings.

continue on a separate sheet if necessary ...

Proceeds of Proceedings

Please provide details of any proceeds of proceedings, including costs.

Costs	Cash	Assets	Other	Amount/Values	Details/Description
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>	<input type="text"/>

Lead provider

Please tick as appropriate:

I have provided a copy of this invoice to the aided person.

I confirm that:

- If claiming hearing time, I have records of all hearing time covered by this claim.
- This claim is based on the tasks undertaken for the relevant activity/activities and disbursements actually and reasonably incurred
- 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 acknowledge that:

- If this case is subject to a user charge, the total approved payment may be reduced by the amount of the user charge where the total approved is more than the user charge.

Signature of lead provider

Date

day month year