

Statement of Costs (summary assessment)

In the { MERGEFIELD TK_PICOURTDETS_tkCIVILCRT_name }		Court
Case Reference	{ MERGEFIELD TK_PICOURTDETS_tkCLAIMNO }	

Judge/Master
{ FORMTEXT }

Case Title { MERGEFIELD LINKNAME_TITLE_1 } { MERGEFIELD LINKNAME_FORENAME_1 } { MERGEFIELD LINKNAME_SURNAME_1 } – v – { MERGEFIELD TK_PIDEF1DETAIL_tkDEF1TITLE } { MERGEFIELD TK_PIDEF1DETAIL_tkDEF1FORENAME } { MERGEFIELD TK_PIDEF1DETAIL_tkDEF1SURNAME }
[Party]’s Statement of Costs for the hearing on *(date)* { FORMTEXT } **(interim application/fast track trial)**

Description of fee earners*

(a) <i>(name) (grade) (hourly rate claimed)</i>	{ FORMTEXT }
(b) <i>(name) (grade) (hourly rate claimed)</i>	{ FORMTEXT }
(c) <i>(name) (grade) (hourly rate claimed)</i>	{ FORMTEXT }
(d) <i>(name) (grade) (hourly rate claimed)</i>	{ FORMTEXT }

Attendances on (party)

{ FORMTEXT }

(a) <i>(number)</i>	{ FORMTEXT }	hours at £	{ FORMTEXT }	£	{ FORMTEXT }
(b) <i>(number)</i>	{ FORMTEXT }	hours at £	{ FORMTEXT }	£	{ FORMTEXT }
(c) <i>(number)</i>	{ FORMTEXT }	hours at £	{ FORMTEXT }	£	{ FORMTEXT }
(d) <i>(number)</i>	{ FORMTEXT }	hours at £	{ FORMTEXT }	£	{ FORMTEXT }

Attendances on opponents

(a) <i>(number)</i>	{ FORMTEXT }	hours at £	{ FORMTEXT }	£	{ FORMTEXT }
(b) <i>(number)</i>	{ FORMTEXT }	hours at £	{ FORMTEXT }	£	{ FORMTEXT }
(c) <i>(number)</i>	{ FORMTEXT }	hours at £	{ FORMTEXT }	£	{ FORMTEXT }
(d) <i>(number)</i>	{ FORMTEXT }	hours at £	{ FORMTEXT }	£	{ FORMTEXT }

Attendance on others

(a) <i>(number)</i>	{ FORMTEXT }	hours at £	{ FORMTEXT }	£	{ FORMTEXT }
(b) <i>(number)</i>	{ FORMTEXT }	hours at £	{ FORMTEXT }	£	{ FORMTEXT }
(c) <i>(number)</i>	{ FORMTEXT }	hours at £	{ FORMTEXT }	£	{ FORMTEXT }
(d) <i>(number)</i>	{ FORMTEXT }	hours at £	{ FORMTEXT }	£	{ FORMTEXT }

XT }

Site inspections etc

(a) (*number*)

{
FORMTE
XT }

hours at £

{ FORMTEXT }

£

{ FORMTEXT }

(b) (*number*)

{
FORMTE
XT }

hours at £

{ FORMTEXT }

£

{ FORMTEXT }

(c) (*number*)

{
FORMTE
XT }

hours at £

{ FORMTEXT }

£

{ FORMTEXT }

(d) (*number*)

{
FORMTE
XT }

hours at £

{ FORMTEXT }

£

{ FORMTEXT }

Work done on negotiations

(a) <i>(number)</i>	{ FORMTE XT }	hours at £	{ FORMTEX T }	£	{ FORMTEXT }
(b) <i>(number)</i>	{ FORMTE XT }	hours at £	{ FORMTEX T }	£	{ FORMTEXT }
(c) <i>(number)</i>	{ FORMTE XT }	hours at £	{ FORMTEX T }	£	{ FORMTEXT }
(d) <i>(number)</i>	{ FORMTE XT }	hours at £	{ FORMTEX T }	£	{ FORMTEXT }

Other work, not covered above

(a) <i>(number)</i>	{ FORMTE XT }	hours at £	{ FORMTEX T }	£	{ FORMTEXT }
(b) <i>(number)</i>	{ FORMTE XT }	hours at £	{ FORMTEX T }	£	{ FORMTEXT }
(c) <i>(number)</i>	{ FORMTE XT }	hours at £	{ FORMTEX T }	£	{ FORMTEXT }
(d) <i>(number)</i>	{ FORMTE XT }	hours at £	{ FORMTEX T }	£	{ FORMTEXT }

Work done on documents

(a) <i>(number)</i>	{ FORMTE XT }	hours at £	{ FORMTEX T }	£	{ FORMTEXT }
(b) <i>(number)</i>	{ FORMTE XT }	hours at £	{ FORMTEX T }	£	{ FORMTEXT }
(c) <i>(number)</i>	{ FORMTE XT }	hours at £	{ FORMTEX T }	£	{ FORMTEXT }
(d) <i>(number)</i>	{ FORMTE XT }	hours at £	{ FORMTEX T }	£	{ FORMTEXT }

Attendance at hearing

(a) <i>(number)</i>	{ FORMTE XT }	hours at £	{ FORMTEX T }	£	{ FORMTEXT }
(b) <i>(number)</i>	{ FORMTE XT }	hours at £	{ FORMTEX T }	£	{ FORMTEXT }
(c) <i>(number)</i>	{ FORMTE XT }	hours at £	{ FORMTEX T }	£	{ FORMTEXT }
(d) <i>(number)</i>	{ FORMTE XT }	hours at £	{ FORMTEX T }	£	{ FORMTEXT }

(a) <i>(number)</i>	{ FORMTE XT }	hours travel and waiting time £	{ FORMTEX T }	£	{ FORMTEXT }
(b) <i>(number)</i>	{ FORMTE XT }	hours travel and waiting time £	{ FORMTEX T }	£	{ FORMTEXT }
(c) <i>(number)</i>	{ FORMTE	hours travel and waiting time £	{ FORMTEX	£	{ FORMTEXT }

(d) *(number)*

XT }
{ FORMTE XT }

hours travel and
waiting time £

T }
{ FORMTEX T }

£

{ FORMTEXT }

Sub Total £

{ FORMTEXT }

Brought forward £

{ FORMTEXT }

Counsel's fees (*name*) (*year of call*)

{ FORMTEXT }

Fee for [advice/conference/documents] £

{ FORMTEXT }

Fee for hearing £

{ FORMTEXT }

Other expenses

[court fees] £

{ FORMTEXT }

Others

{ FORMTEXT }

(*give brief description*) £

{ FORMTEXT }

Total £

{ FORMTEXT }

Amount of VAT claimed
on solicitors and counsel's fees £

{ FORMTEXT }

on other expenses £

{ FORMTEXT }

Grand Total £

{ FORMTEXT }

The costs stated above do not exceed the costs which the (party) is liable to pay in respect of the work which this statement covers. Counsel's fees and other expenses have been incurred in the amounts stated above and will be paid to the persons stated.

(party) { FORMTEXT }

Dated

{ FORMTEXT }

Signed

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Name of firm of solicitors
[partner] for the (*party*)

{ FORMTEXT }

* 4 grades of fee earner are suggested:

(A) Solicitors with over eight years post qualification experience including at least eight years litigation experience.

(B) Solicitors and legal executives with over four years post qualification experience including at least four years litigation experience.

(C) Other solicitors and legal executives and fee earners of equivalent experience.

(D) Trainee solicitors, paralegals and other fee earners.

“Legal Executive” means a Fellow of the Institute of Legal Executives. Those who are not Fellows of the Institute are not entitled to call themselves legal executives and in principle are therefore not entitled to the same hourly rate as a legal executive.

In respect of each fee earner communications should be treated as attendances and routine communications should be claimed at one tenth of the hourly rate.