

	A	B	C	D	E	F
1	Costs budget of [Claimant / Defendant] dated [            ]					page 1
2	<b>In the:</b>	to be completed				
3	<b>Parties:</b>	to be completed				
4	<b>Claim number:</b>	to be completed				
5	<b>Work done / to be done</b>	<b>Incurred</b>		<b>Estimated</b>		<b>Total (£)</b>
6		<b>Disbs (£)</b>	<b>Time costs (£)</b>	<b>Disbs (£)</b>	<b>Time costs (£)</b>	
7	<b>Pre-action costs</b>	£0.00	£0.00			£0.00
8	<b>Issue /statements of case</b>	£0.00	£0.00	£0.00	£0.00	£0.00
9	<b>CMC</b>	£0.00	£0.00	£0.00	£0.00	£0.00
10	<b>Disclosure</b>	£0.00	£0.00	£0.00	£0.00	£0.00
11	<b>Witness statements</b>	£0.00	£0.00	£0.00	£0.00	£0.00
12	<b>Expert reports</b>	£0.00	£0.00	£0.00	£0.00	£0.00
13	<b>PTR</b>			£0.00	£0.00	£0.00
14	<b>Trial preparation</b>			£0.00	£0.00	£0.00
15	<b>Trial</b>			£0.00	£0.00	£0.00
16	<b>ADR / Settlement discussions</b>	£0.00	£0.00	£0.00	£0.00	£0.00
17	<b>Contingent cost A: [explanation]</b>			£0.00	£0.00	£0.00
18	<b>Contingent cost B: [explanation]</b>			£0.00	£0.00	£0.00
19						
20						
21	<b>GRAND TOTAL (including both incurred costs and estimated costs)</b>	£0.00	£0.00	£0.00	£0.00	<b>£0.00</b>
22	This estimate <u>excludes</u> VAT (if applicable), success fees and ATE insurance premiums (if applicable), costs of detailed assessment, costs of any appeals, costs of enforcing any judgment and [complete as appropriate]					
23	<b>Approved budget</b>					£ -
24	<b>Budget drafting</b>	<i>1% of approved budget or £1,000</i>				£ -
25	<b>Budget process</b>	<i>2%</i>				£ -
26	<b>Statement of Truth</b>		dated			
27	<i>This budget is a fair and accurate statement of incurred and estimated costs which it would be reasonable and proportionate for my client to incur in this litigation.</i>					
28	Signed					
29	Position					
30	version 23/09/2016					
31						