



Legal Aid

10/23 form 26 Tax Invoice Criminal Legal Aid Fixed Fees Schedules H & I

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

To: **Legal Aid,** _____

Customer _____ DX Box Number _____ City _____

Lead provider _____ Law firm _____

Provider number _____ Firm number _____

Court type Court of Appeal Supreme Court Court location _____

Details of claim

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

Interim invoice Final invoice

Court of Appeal (Schedule H) – Base Fees

	Schedules H & I (excl. GST)	
Preparation of issues (by trial counsel)	<input type="checkbox"/>	
Preparation of issues (by new counsel)	<input type="checkbox"/>	
Appeal against interlocutory decision	<input type="checkbox"/>	
Appeal against sentence	<input type="checkbox"/>	
Appeal against conviction	<input type="checkbox"/>	
Appeal against conviction and sentence	<input type="checkbox"/>	

Supreme Court (Schedule I) – Base Fees

Preparation of application (by trial or prior appeal counsel)	<input type="checkbox"/>	
Preparation of application (by new counsel)	<input type="checkbox"/>	
Preparation of response (by trial or prior appeal counsel)	<input type="checkbox"/>	
Preparation of response (by new counsel)	<input type="checkbox"/>	
Preparation for substantive appeal hearing	<input type="checkbox"/>	

(Fixed Fee Plus Activity)

Hearing Time	No. half hours*		Rate (excl. GST) \$85 per half hour	Total fee
	HT	WT		
Court of Appeal (Schedule H)				
Appeal hearing				
Supreme Court (Schedule I)				
Leave to appeal				
Response to leave to appeal				
Appeal hearing				

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

Total fixed fees (excl. GST)*	\$
Total hearing time (excl. GST)*	\$
Total fixed fee plus activities (excl. GST)*	\$
Total disbursements (excl. GST)*	\$
Total GST*	\$
Total mileage (no GST)	\$
Total amount (incl. GST)*	\$

*If you are not registered for GST, you will be paid the GST excl. amount. There is no GST on mileage.

Waiting time for an activity exceeded one hour?

 No

Yes → Reasons:

	Lead Provider		Listed Provider B	
	Hours	Total fees	Hours	Total fees
Provider name or number _____ Level of experience <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 Provider rate (excl. GST) \$ _____			_____ 1 2 3 SUP <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Fixed Fee Plus Activities¹				

¹Activities where prior approval has been sought and granted.

Disbursements (attach receipts/invoices, where applicable)	Units	Total (excl. GST)
Interpreters preparation		
Interpreters in court not judge directed		
Library		
Other LINZ fees		
Printing of Court of Appeal casebooks		
Report – Medical		
Report – Restorative justice		
Translators		
Travel – Personal car – necessary – @ \$ per km (as per policy). There is no GST on mileage.		
Travel – Plane, train, bus, taxi and parking – necessary		
Travel – Rental car – necessary		
Travel – Time – necessary		

Prior-approval disbursements (attach receipts/invoices, where applicable)

Lead provider	<p>Please tick as appropriate:</p> <p><input type="checkbox"/> I am making a claim on a grant that has been reassigned to me.</p> <p><input type="checkbox"/> I am making a claim on a grant that has been reassigned to another provider.</p> <p>I confirm that:</p> <ul style="list-style-type: none"> 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 customer named above. If claiming hearing time, I have records of all hearing time covered by this claim. <p>Signature of lead provider</p> <div style="border: 1px solid black; height: 25px; width: 100%;"></div>
	<p>Date</p> <div style="border: 1px solid black; height: 25px; width: 100%;"></div> <p style="text-align: right; font-size: small;">day month year</p>