



Legal Aid

10/23 form 27

Tax Invoice

Criminal Legal Aid

Fixed Fees

Schedule J

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

To: **Legal Aid,** _____

Customer _____

Lead provider _____ Law firm _____

Provider number _____ Firm number _____

Court type High Court Court of Appeal Parole Board Court location _____

Details of claim

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

Interim invoice Final invoice

Base Fees	Interim Fee (excl. GST)		Completion Fee (excl. GST)		Full Fee (excl. GST)	
	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
Postponement order	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
Recall	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
Non-release orders	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
Extended supervision orders	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
Other parole matters					<input type="checkbox"/>	<input type="text"/>
Parole appeal – Grounds of appeal (Interim Grants only)					<input type="checkbox"/>	<input type="text"/>
Parole appeal to the High Court from Parole Board						(Fixed Fee Plus Activity)
Parole appeal to the Court of Appeal from sentencing court						(Fixed Fee Plus Activity)
Additional Fees						
Termination of assignment fee (Postponement order)					<input type="checkbox"/>	<input type="text"/>
Termination of assignment fee (Recall)					<input type="checkbox"/>	<input type="text"/>
Termination of assignment fee (Non-release orders)					<input type="checkbox"/>	<input type="text"/>
Termination of assignment fee (Extended supervision orders)					<input type="checkbox"/>	<input type="text"/>

Hearing Time	No. half hours*		Rate (excl. GST) \$67 per half hour	Total fee
	HT	WT		
Parole hearing				
Parole 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	
	Provider name or number	Level of experience	Provider rate (excl. GST)	Provider rate (excl. GST)
Fixed Fee Plus Activities¹	<div style="display: flex; justify-content: space-around;"> 123 </div> <input style="width: 20px; height: 15px;" type="text"/> <input style="width: 20px; height: 15px;" type="text"/> <input style="width: 20px; height: 15px;" type="text"/>	<div style="display: flex; justify-content: space-around;"> 123SUP </div> <input style="width: 20px; height: 15px;" type="text"/> <input style="width: 20px; height: 15px;" type="text"/> <input style="width: 20px; height: 15px;" type="text"/> <input style="width: 20px; height: 15px;" type="text"/>	\$ _____	\$ _____
	Hours	Total fees	Hours	Total fees

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)	Units	Total (excl. GST)

Interim fee	<p>If you are claiming an interim fee, please explain the work undertaken to substantially progress the case.</p> <div style="border: 1px solid black; height: 40px; margin-top: 5px;"></div>
--------------------	---

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. 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; width: 400px; height: 25px; margin-top: 5px;"></div>
	<p>Date</p> <div style="border: 1px solid black; width: 100px; height: 25px; margin-top: 5px;"></div> <p style="text-align: center; font-size: small;">day month year</p>