



Legal Aid

10/23 form 44a
Tax Invoice
Civil Legal Aid
Fixed Fees

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

Employment (Employment Relations Authority)

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: Activity, Number of fixed fees, Fixed fee (excl. GST), Total fixed fees (excl. GST). Rows include Pre-proceeding Matters, Mediation, Investigation, Interlocutories, and Other Activities.

Summary table with 2 columns: Description, Amount (\$). Rows include Total fixed fees, Total fixed fee plus activities, Total disbursements, Total GST, Total mileage, and Total amount.

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

Provider name or number	Lead Provider				Listed Provider B				
	_____				_____				
	1	2	3	EA	1	2	3	SUP	EA
Level of experience	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Provider rate (excl. GST)	\$ <input type="text"/>				\$ <input type="text"/>				
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 of documents		
Court filing fee		
Deed of Assignment		
Document process server		
Drug testing		
Employment casebook		
Employment Relations Authority application/filing fee		
ERA-required bundles of documents		
Interpreter		
Library		
Other LINZ fees		
Office disbursements		
Title search		
Translator		
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		
Valuation		
Prior-approval disbursements (attach receipts/invoices, where applicable)		

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

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.

Signature of lead provider

Date

day month year