

# Tax Invoice

## Police Detention Legal Assistance Scheme (PDLA)

To: **Legal Aid,** \_\_\_\_\_  
PO Box/DX City

Name of PDLA lawyer \_\_\_\_\_ Provider number \_\_\_\_\_

Name of law firm \_\_\_\_\_

Postal address \_\_\_\_\_

### Personal attendance

*If claiming for telephone attendance and visit, enter details on back*

Police Station (or other location attended) \_\_\_\_\_

Name of assisted person \_\_\_\_\_

Type of offence *eg assault, EBA* \_\_\_\_\_

Was this case? Tick if applicable  Own client  Youth case

Date of attendance \_\_\_\_\_

Start time of attendance \_\_\_\_\_

Finish time of attendance \_\_\_\_\_

Duration of attendance \_\_\_\_\_

Number of half hours thereof \_\_\_\_\_

### Details of claim

**Personal attendance** Day rate \_\_\_\_\_ @ \$53 per half hour (excl. GST) **Night rate** \_\_\_\_\_ @ \$79.50 per half hour (excl. GST)  
half hours half hours

Total claimed for personal attendance (*one attendance per invoice*) \_\_\_\_\_

**Telephone attendances** Total claimed (*excl. GST carried over from back page*) \_\_\_\_\_

**Disbursements** Total claimed (*excl. GST carried over from back page*) \_\_\_\_\_

**Travel – Personal car – Required** Total kilometres travelled to attend \_\_\_\_\_ @ \$ per km (as per policy) \_\_\_\_\_  
kms

**Total GST\*** \$ \_\_\_\_\_

\*If you are not registered for GST, you will be paid the GST excl. amount

**Total amount (incl. GST)\*** \$ \_\_\_\_\_

### PDLA lawyer

#### I certify that:

- The work to which this invoice relates has been performed by me.
- Legal advice or legal assistance, or both, has been provided on the days and times recorded on this invoice.
- All or any multiple attendances claimed for the same person were justified by the circumstances (details over).
- All or any disbursements claimed on this invoice are correct.

Signature of PDLA lawyer

\_\_\_\_\_

Date

\_\_\_\_\_

day month year

**Telephone attendance**

Full name of person attended	Police Station or other location where detained person was assisted	Type of offence <i>eg assault, EBA, manslaughter</i>	Date	Time of telephone attendance <i>detail am or pm</i>	Approximate duration
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

**Was this call?**  
*Tick if applicable*

Own client	Youth case
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

**Total claimed for telephone attendance @ \$75 per call (excl. GST)\* \$** \_\_\_\_\_

**Disbursements**

*- Interpreter, telephone charges*

Specify:

**Total claimed for disbursements (excl. GST)\* \$** \_\_\_\_\_

**Full details**

*- If claiming for travel outside the local area, OR for multiple attendances on the same person*

**Other Comments**