

Application for the payment of costs
under sections 45 and 46 of the Legal Services Act 2011

To: _____ Legal Aid Office (name of the office)
_____ (address of the office)

Re: _____

(full name and address of the unsuccessful legally-aided party or parties to the proceedings)

I/We _____

(full name(s) of person(s) making the application)

of _____ (address)

now make the application under section 46(1) of the Legal Services Act 2011 for reimbursement of the amount of \$ _____ being the amount specified in accordance with section 45 of the Act in the decision of the

(name of the Court, Tribunal or judicial authority)

which was given on _____
(reference number and date of the order/decision)

I/We now make this application in reliance on the attached decision and the financial and other grounds outlined in the attachment(s) to this application.

Signed at _____ this day of _____ 20____

(Applicant(s) signature and printed name)

Please ensure that the following are attached to this application:

- Copy of the sealed order for costs
- Copy of the judgment/decision
- Evidence of actual costs incurred (eg, lawyer fees, court fees)
- Financial statement of the applicant in support of this application
- Statement of any other grounds in support of this application
- Provide details for payment (second page of this form)

Provide the details for payment

Provide the name and number of the bank account to which any payment of costs should be made.

If your application is successful the reimbursement payment will be made to this account.

Name of bank _____

Name of branch _____

Name of account holder _____

Account number _____