

## FORM 2

### IN THE ROYAL COURT OF JERSEY

[PL 98/.....]

#### Plaintiff

[name of practice representing Plaintiff]

**and**

#### Defendant

[name of practice representing Defendant]

Bill of Costs of the Plaintiff pursuant to an order dated:

(1) 9th October, 1996 (JG/Interlocutory)

Payable by the Defendant

Set out here a brief statement in support of Factor B claimed for each area.

[if seeking to claim above the base Factor B rates]

#### **FEE EARNERS: FACTOR A RATES**

Partner. Advocate	JNA & ABA	[A]£
English Solicitor	Mrs. ABO	[B]£
Para legal	Mr. JNS	[C]£

#### **FACTOR B CLAIMED**

Areas 1: 35%

Areas 3, 4 and 5: 50%

[Note: See Paragraph 5.0, Appendix 'A' Taxation Practice: Notes For Guidance]

Note: This bill of costs is put forward as an example and is not intended as a definitive or exhaustive statement of what a bill of costs should contain. This example should be read in conjunction with the Taxation Practice, Practice Directions and Rules pertaining to costs.

No	Date		Time	Fee Earner	Factor B Area	Costs	Taxed Off
1	03.10.98	Preparing Summons	0.25	A	4	56.25	
2	04.10.98	Letter to JG	0.10	A	4	22.50	
3	04.10.98	Letter to D	0.10	A	4	22.50	
4	05.10.98	Discussion with Legal Assistant AB	0.25	A	4	56.25	
5	05.10.98	Discussion with Advocate AZM	0.25	B	4	45.00	
6	10.10.98	Reasearching Law on strike out	3.00	B	4	540.00	
7	10.10.98	Preparation for Summons	1.00	A	4	225.00	
8	12.10.98	Preparation for Court bundle. Identify authorities	1.00	B	4	180.00	
9	12.10.98	Preparation for Summons	1.75	A	4	393.75	
10	12.10.98	Travel to and from JG	0.50	A	-	75.00	
11	12.10.98	Attend Summons. Judgment given	2.00	A	1	405.00	
12	13.10.98	Telephone attendance with client	0.20	A	4	45.00	
13	14.10.98	Prepare bill of costs	0.50	C	5	67.50	
14	14.10.98	Check bill of costs and sign	0.20	A	5	40.50	
15	15.10.98	Letter to JG	0.10	C	5	13.50	
16	15.10.98	Letter to D	0.10	C	5	13.50	
		Total hours A	6.35				
		B	4.25				
		C	0.70				
		<u>Disbursements</u>					
17		Court stamps. (summons)				5.00	
18		1/2 day hearing fee				25.00	
		Total Costs				2,231.25	
		Total Disbursements				30.00	
		Sub Total				2,261.25	
		Less taxed off				0.00	
		Add taxing fee				40.00	
		Total allowable sum				2,301.25	

No		Disbursements		Costs		Taxed off
	<p>I certify that:-</p> <p>(1) the bill has been checked by ..... (state name and status);</p> <p>(2) the bill is complete;</p> <p>(3) to the best of my knowledge and belief the bill is accurate; and</p> <p>(4) in relation to each and every item that the bill covers, the costs claimed herein do not exceed the costs which the receiving party/parties is/are required to pay me/my firm;</p> <p>N.B In Legal Aid cases (4) above should be replaced by the following paragraphs:-</p> <p>(4) the basis upon fees were agreed with my client when instructions were first given/the basis upon which costs are being claimed is ..... [State the basis]; and</p> <p>(5) in relation to each and every item that the bill covers, the costs claimed herein are in accordance with the basis set out in (4) above.</p> <p>Advocate A. B. Person Dated .....199</p>					