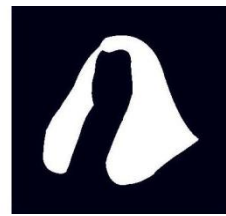




SCHEDULE OF FEES – GST INCLUSIVE

(as at 1 February 2011)

[1]	Detailed Bill of Costs	
	(a) Supreme, Federal, High & Family Court	10% of professional fees as drawn plus engrossing per folio at scale
	(b) County, Magistrates, VCAT	8.75% of professional fees as drawn plus engrossing per folio at scale
[2]	Detailed Assessment	5.5% of professional fees
[3]	Lump Sum Assessment	4.5% of professional fees
[4]	Preparation for Taxation	
	- Legal Assistant / tagging etc	\$170 per hour / \$185 per hour
	- Solicitor (scale rate)	\$208 per hour / \$272 per hour
[5]	Advice, Negotiations, Notice of Objections, Submissions & Security for Costs Application	
	<u>County, Magistrates, VCAT, Family</u> (County Court Scale D rate)	\$208.00 per hour
	<u>Supreme, Federal & High</u> (Supreme Court Scale rate)	\$272.00 per hour
[6]	Appearance at Taxation – Supreme Court of Victoria (Costs Court), Federal and High Court	
	½ day or part thereof	\$1,375.00
	Day rate	\$2,750.00
[6]	Appearance at Callover, Preparation of Summons for Taxation, filing, service	Applicable Scale fee



TERMS OF TRADE:
(as at 1 February 2011)

- I. Our terms of payment for established clients are strictly 14 days from date of invoice unless otherwise confirmed in writing
- II. We reserve the right to charge interest on all accounts outstanding over 30 days, and any costs associated with the recovery of overdue accounts.
- III. Payment of our fee is not conditional upon the recovery of your costs or the payment of money to you by your client.
- IV. We accept instructions to amend or add to a completed bill of costs but reserve the right to render a further memorandum of fees where applicable.
- V. Our percentage fee is based upon professional costs exclusive of disbursements. It is our policy in determining our fees to include those costs for which there is a reasonable argument for recovery.
- VI. Should the total of the professional costs be reduced by 15% or more on taxation, at which we prepared the bill of costs and appeared, we will be happy to review our fee for preparing the detailed bill. This policy does not apply to items included solely on your instructions nor to items disallowed through the solicitor's failure to keep adequate records.
- VII. Our fee for the preparation of an assessment of costs provides for the calculation of an assessment of profit costs only. We reserve the right to charge an additional fee if work is required in relation to disbursements.
- VIII. If we have previously provided an assessment and a bill of costs is subsequently required to be prepared we will charge a reduced amount of 6.5% of assessed profession costs plus engrossing at scale for preparing the bill in taxable form
- IX. If we prepare bills in taxable form for both party/party and solicitor/client costs together, and the solicitor/client bill is on an alternative scale to the party/party bill, our fee for preparing the solicitor/client bill will be 6.5% of professional costs as claimed plus engrossing at scale rate.
- X. Our minimum fee is \$100 plus GST.