

# Notice Disputing Itemised Costs Account

Form 15 Family Court Rules - Rule 340

Please type or print clearly and mark [X] all boxes that apply. Attach extra pages if you need more space to answer any question/s.

PLEASE COMPLETE BEFORE SERVING

File number \_\_\_\_\_

Court

Location

This notice should be used by a person who wishes to dispute an itemised costs account, where the dispute:

- is about the amount of legal costs and expenses that are payable by one party to another party or parties in a case, or
- relates to a dispute between a legal practitioner and his or her client for work done for a case or in complying with pre-action procedures associated with a case, that commenced before 1 July 2008.

## Important notice

- This notice must be served on the person entitled to costs within 28 days of the service of the itemised costs account.
- If the parties are unable to resolve the dispute (see Rule 341), either party may ask the Court for an assessment of costs by filing a copy of:
  - ~ this notice; and
  - ~ the itemised costs account.

This must be done not later than 42 days after the service of this notice.

- The party/lawyer lodging this notice and the itemised costs account for filing must complete Part D of this notice.

## Part A About the party disputing the itemised costs account

[THE APPLICANT]

1 Family name as used now \_\_\_\_\_ Given names \_\_\_\_\_

- 2 What is your contact address (address for service) in Australia? If you give a lawyer's address, include the name of the law firm.

	State
	Postcode
Phone	Fax *
DX	
Lawyer's code	
Email*	

- \* Please do not include email or fax addresses unless you are willing to receive documents from the Court and other parties in that way.

## Part B About the itemised costs account

- 3 What is the full name and address of the person or firm (the respondent) claiming the itemised costs?

**Name / Firm name**

**Address**

State
Postcode

- 4 On what date was the itemised costs account served on you (the applicant)?

- 5 State each item on the itemised costs account that you dispute, the grounds for your dispute in relation to that item and the amount you offer for that item. Give each disputed item the same number it has on the itemised costs account. Attach an extra page if you need more space. At an assessment hearing only the issues included in this notice will be discussed (Rule 349).

Item Number	Grounds of dispute	Amount claimed	Amount offered
1.			
		<b>Total</b>	<b>Total</b>

## Part C Signature of applicant or lawyer

Signed

Date

	/ /
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This notice was signed by  the applicant  lawyer for the applicant

This notice was prepared by  the applicant  lawyer for the applicant

PRINT NAME AND LAWYER'S CODE

## Part D About the party/lawyer lodging this notice

What is the full name and address of the party or firm lodging this notice?

6 **Name / Firm name**

**Address**

		State	Postcode
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7 On what date was this notice served on you or by you?