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| **Hearing Return Date** (Court Use Only)  |  |
| **Proceeding number:**  |  |
| **Estimated time required for taxation hearing:**  |  |
| **Summary of Order for taxation or agreement** Provide a short summary of the Order or agreement or Rule that establishes the entitlement for costs.  |  |
| **A Short Summary of the principal litigation or Austlii reference to the decision of the Court**  |  |
| **Who is bringing the application?** Party type and name of party.  |  |
| **Amount of costs claimed**The amount of professional charges and disbursements claimed in the bill of costs  | **Professional charges****$** | **Disbursements** **$** | **Total****$** |
| **Any reason why the matter should be referred to a Callover – i.e. Self-represented Litigant as applicant or respondent.** **Any other relevant matter.**  |  |
| **Whether the matter likely to be Opposed / Unopposed / Ex-Parte / or by Consent?**  |  |
| **Details of Respondent’s legal practitioner if known**  |  |
| **Applicant’s Firm name:**  |  |
| **Practitioner with conduct:**  |  |
| **Costs Lawyer or Consultant who drew the bill**  |  |
| **Direct telephone number:**  |  |
| **Email address:**  |  |
| **Unavailable mediation/hearing date/s (if any):** List any dates within two months of the filing date that the filing party is **not** available  |  |
| **Date and signature**  |  |

COSTS COURT
Party Party Taxation Information Form