



COSTS COURT

Party Party Taxation Information Form

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			