



Legal Aid

10/23 form 38a
Tax Invoice
ACC Legal Aid
Fixed Fees

Legal aid file no.
Invoice date
Invoice number
GST number
Lead provider's ref.

To: Legal Aid,
Customer
Lead provider
Law firm
DX Box Number
City
Provider number
Firm number

Details of claim

Fixed Fee: Date fixed fee(s) completed
Fixed Fee Plus: Covers period from to
Interim invoice
Final invoice
Forum Category 1 2

Table with 4 columns: Description, Number of fixed fees, Fixed fee (excl. GST), Total fixed fees (excl. GST). Rows include ACC (Interim) - Pre-Review Assessment, ACC (Full) - ACC Review, and ACC (Full) - District Court Appeal.

Summary table with 2 columns: Description, Amount (\$). Rows include Total fixed fees (excl. GST)*, Total fixed fee plus activities (excl. GST)*, Total disbursements (excl. GST)*, Total GST*, Total mileage (no GST), and Total amount (incl. GST).

*If you are not registered for GST, you will be paid the GST excl. amount. There is no GST on mileage.

	Lead Provider		Listed Provider B			
	Provider name or number		Provider name or number			
	Level of experience		Level of experience			
Provider rate (excl. GST)	\$		\$			
Fixed Fee Plus Activities¹	Hours	Total fees	Hours	Total fees		

¹ Activities where prior approval has been sought and granted.

Disbursements (attach receipts/invoices, where applicable)	Units	Total (excl. GST)
ACC casebook		
Court-directed bundles – in-house		
Court-directed bundles – third party		
Deed of Assignment		
Drug testing – judge directed		
Interpreters		
Library		
Office disbursement		
Other LINZ fees		
Psychiatric/psychologist reports		
Report – Medical		
Title search		
Translators		
Travel – Personal car – necessary – @ \$ per km (as per policy). There is no GST on mileage.		
Travel – Plane, train, bus, taxi, and parking – necessary		
Travel – Rental car – necessary		
Lead Provider Travel – Time – necessary		
Listed Provider B Travel Time – necessary		

Prior-approval disbursements (attach receipts/invoices, where applicable)	

Progress/Result	Please provide an update on the current status of the proceedings.

continue on a separate sheet if necessary ...

Proceeds of Proceedings

Please provide details of any proceeds of proceedings, including costs.

Costs	Cash	Assets	Other	Amount/Values	Details/Description
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>	<input type="text"/>

Lead provider

I confirm that:

- If claiming hearing time, I have records of all hearing time covered by this claim.
- This claim is based on the tasks undertaken for the relevant activity/activities and disbursements actually and reasonably incurred
- No other payment, remuneration or benefit has been or will be received in respect of this work (unless authorised by Legal Aid).
- Any non-lawyer or supervised provider performed his or her work under my supervision and I am responsible for it.

Signature of lead provider

Date

day month year