

## Summary of costs **Example Sheet**

APPLICANT NAME: JOHN SMITH (CIV-2017-123-456)

<b>Date</b> <i>(date work undertaken)</i>	<b>Milestone</b> <i>(as per funding matrix)</i>	<b>Task</b> <i>(as per funding matrix)</i>	<b>Expenditure Type</b> <i>(as per funding matrix)</i>	<b>Amount Requested</b> <i>(incl GST)</i>	<b>Description</b> <i>(please provide a description of the work that was undertaken)</i>
01/01/2000 – 19/01/2000	Notification	Project management	Project manager	\$XXXX.XX	<ul style="list-style-type: none"> <li>Drafting of public notice per High Court instruction</li> <li>Review of public notice.</li> <li>Publishing public notice in NZ Herald (14/01/2000)</li> <li>Refer to project manager invoice 4</li> <li>Refer to NZ Herald invoice 38889-0</li> </ul>
10/03/2000 – 31/04/2000	Pre-hearing/evidence gathering	Legal fees	Lawyer	\$YYYY.YY	<ul style="list-style-type: none"> <li>Legal advice to applicant relating to upcoming hearing</li> <li>Correspondence with assisting counsel regarding preparation of evidence</li> <li>Drafting and filing of memoranda of counsel dated 13/03/2000.</li> <li>Refer to invoice 27A</li> </ul>
10/03/2000 – 16/04/2000	Pre-hearing/evidence gathering	Historical research	Historian	\$ZZZZ.ZZ	<ul style="list-style-type: none"> <li>Historical research work undertaken by Jane Doe from 10 March to 16 April 2000.</li> <li>Refer to invoice 1661</li> </ul>
	<i>Other work as undertaken.</i>	<i>Other work as undertaken.</i>	<i>Other work as undertaken.</i>	<i>Other work as undertaken.</i>	<i>Other work as undertaken.</i>
<b>Total Costs:</b>				<b>\$AAAA.AA</b>	

REIMBURSEMENT AMOUNT REQUESTED = **\$ZZZZ.ZZ**