

Summary of costs **Example Sheet**

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

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

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