

IN THE { MERGEFIELD TK_PICOURTDETS tkCIVILCRT_name }
CLAIM NUMBER: { MERGEFIELD TK_PICOURTDETS tkCLAIMNO }

B E T W E E N : -

{ MERGEFIELD "LINKNAME_FORENAME_1" } { MERGEFIELD
"LINKNAME_SURNAME_1" }

Claimant

- and -

{ IF { MERGEFIELD TK_PIDEF1DETAIL tkDEF1CONAME } = "" "{ MERGEFIELD
TK_PIDEF1DETAIL tkDEF1FORENAME } { MERGEFIELD
TK_PIDEF1DETAIL tkDEF1SURNAME }" "{ MERGEFIELD
TK_PIDEF1DETAIL tkDEF1CONAME }" }

Defendant

THE CLAIMANT'S SCHEDULE OF COSTS WITHOUT PREJUDICE

OUR REF: { MERGEFIELD "MATTER_FEE_EARNER_ID" }/{ MERGEFIELD "Client_No"
}/{ MERGEFIELD "Matter_No" }

HOURLY RATE: ***

LETTERS OUT: ***

TELEPHONE ATTENDANCES: ***

Our professional charges in acting on behalf of { MERGEFIELD "LINKNAME_TITLE_1"
} { MERGEFIELD "LINKNAME_FORENAME_1" } { MERGEFIELD
"LINKNAME_SURNAME_1" }.

On { MERGEFIELD TK_ACCDETS tkACCDATE \@ "d" * Ordinal } { MERGEFIELD
TK_ACCDETS tkACCDATE \@ "MMMM yyyy" } { MERGEFIELD "LINKNAME_TITLE_1" }
{ MERGEFIELD "LINKNAME_SURNAME_1" } sustained a { MERGEFIELD
TK_PIINJMEDDETS TK_INJURIES } as a result of an accident at { MERGEFIELD
TK_ACCDETS tkACCLCATION }. The claimant averred that the defendant was
negligent and in breach of a statutory duty for { MERGEFIELD
TK_PIADDCLMDSETS tkLEGAL_BASES }.

{ IF { MERGEFIELD TK_PIDEF1DETAIL tkDEF1LIABADM } = "No" "Liability was not in
issue between the parties with the only issue causation and quantum of damages.

" "Liability was vigorously contested between the parties.

" }

{ IF { MERGEFIELD TK_PICOURTDETS tkDATEISSUE } <> "" "The claimant brought
proceedings in the { MERGEFIELD TK_PICOURTDETS tkCIVILCRT_name } and
served the same on or about **. Both parties filed allocation questionnaires and the
matter was subsequently settled for the sum of £**" "The matter was finally settled pre-
proceedings after various Part 36 Offers in the sum of £** " }.

The costs breakdown provided gives a summary of the work entailed by the Claimant's

Solicitors to the date of settlement and is provided "without prejudice" to a formal Bill of Costs which may be required should the matter in relation to costs proceed to Detailed Assessment.

The costs summarised below are reflective of the following and include the following:

All attendances with client, telephone attendance and consideration of client's instructions in order to advise on all legal aspects of the claim including that of liability, special damages and medical causation. To include reviewing the medical evidence in order to advise the client and the potential issues in relation to causation.

All Letters delivered to various parties to further the Action (including E-mail and facsimile transmissions), telephone attendances with all parties including witnesses, medical experts, GP, relevant medical authorities, client's Insurers, Defendant, Third Party Insurers; Solicitors, if any instructed.

The time engaged includes all file reviews, diary notes and entries, consideration, and contemplation of the file, attending to and preparation of documents (including legal documentation and appropriate Schedules) together with collation of documents, attendance notes, dictation time, research into quantum including Kemp, Current Law and JSB Guidelines, all negotiations in relation to settlement.

{ MERGEFIELD "CALCULATION_FEE_EARNER_DESCRIPTION" }, solicitor, had the overall conduct of this matter; s/he is a Grade A fee earner. { IF { MERGEFIELD "TK_PICLIENTINFO_tkTYPEFUNDING" } = "CFA" " The claim was undertaken on a conditional fee basis { IF { MERGEFIELD TK_PICLIINSDETS_TK_BTEATEINS } = "No" "(without ATE Insurance)" "(with ATE Insurance - see Certificate attached)" } and in accordance with the indemnity principle." "" }

1. Correspondence and telephone attendances

(i) Letters and Outgoing E mails

(ii) Telephone Attendances

Sub Total

2. Claimant

(i) Attendances with Client

(ii) Travelling to and from client's home address

(iii) Preparation of proofs/Attendance / Notes/ Sketches/ Questionnaires

(iv) Completing Risk Assessment and Preparing CFA Documentation

Sub Total

3. Witnesses

(i) Preparation of Questionnaires / Long letters

(ii) Attendances

Sub Total

4. Medical Evidence

(i) Obtaining and Considering Reports/ Letters

(ii) Perusing and Considering Medical Records and Notes

(iii) Perusing and Considering Defendants Evidence

Sub Total

5. Special Damages

(i) Obtaining and Considering Details Of Client's Losses (including loss of earnings and state benefits if any)

Sub Total

6. Considering Quantum and Drafting Part 36 Offer in Settlement

(i) Collation of Relevant Case Law and JSB Guidelines

(ii) Preparing and Advising on Part 36 Offer

Sub Total

{ IF { MERGEFIELD TK_PICOURTDETS_tkDATEISSUE } <> "" "
Court Proceedings

Drafting Instructions to Counsel

Preparing Claim Form, Checking Particulars Medical report and Schedule; preparing
Notice of Funding

Perusing Defence

Sub Total " "" }

{ IF { MERGEFIELD TK_PICOURTDETS_tkDATEISSUE } <> "" "

Allocation Questionnaire and Directions

(i) Preparing Allocation Questionnaire

(ii) Preparing Draft Directions

Settlement

(i) Drafting Consent Order

(ii) Lodging Consent Order at Court

Sub Total " "" }

7. Supervision and File Reviews

(i) Relevant Supervision and File Reviews.

Sub Total

8. Preparing Schedule of Costs

(i) Perusing Papers to Prepare Bill of Cost; checking disbursements and signing bill.

Sub Total

9. Grand Total of Profit Costs

10. VAT at 20%

11. Disbursements

(i) Medical Reports

{ IF { MERGEFIELD TK_PIINJMEDDETS_tkMEDRECORDS } = "Yes" "(ii)GP or Hospital Records = £ " "" }

{ IF { MERGEFIELD TK_PICLIINSDETS_TK_BTEATEINS } = "Yes" "(iii)ATE Insurance Premium Claimed= £ " "" }

{ MERGEFIELD "PRACTICEINFO_PRACTICE_NAME" }