

**Schedule of Fees in New South Wales, Queensland & A.C.T.**  
as at 1 October 2023 – excluding GST

[1]	<b>Itemised Bills of Costs or Costs Statements</b> District, Supreme, Federal, High, Local, Magistrate & Family Courts	9.5% of professional costs as drawn, or at drawing and engrossing (where drawn at scale), whichever the greater
[2]	<b>Certificates of Assessment (short form)</b> <b>Certificates of Assessment (long form)</b>	4.0% of professional costs certified 6.0% of professional costs certified
[3]	<b>Advice, Negotiations, Notice of Objections, Submissions, Security for Costs Applications, Gross Sum Applications, Applications for Review &amp; Appearance as Expert Witness</b>	\$420 per hour
[4]	<b>Appearance at Taxation</b>	\$3,750 per day or part thereof \$2,500.00 per half day or part thereof
[5]	<b>CLE Presentations</b>	\$990 per session
[6]	<b>Court Appointed Costs Assessment</b>	
	- Michael Dudman	\$318.19 per hour
	- Ambrose Allen	\$300.00 per hour

**TERMS OF TRADE:**  
(as at 1 October 2023)

- A. Our terms of payment are 30 days from date of invoice unless otherwise confirmed in writing by both parties.
- B. Payment of our fee is not conditional upon the recovery of your costs or the payment of money to you by your client.
- C. We reserve the right to charge interest on all accounts outstanding over 30 days, and any costs associated with the recovery of overdue accounts. Interest will be charged on overdue accounts at the RBA cash target rate plus 2%
- D. We accept instructions to amend or add to a completed bill of costs but reserve the right to render a further memorandum of fees where applicable.
- E. Our percentage fee is based upon professional costs exclusive of disbursements. In drawing a Bill of Costs or Costs Statement we will only include a claim for costs where we believe there is a reasonable basis for recovery
- F. Should the total of your professional costs be reduced by 15% or more following assessment from the amount claimed within the Bill of Costs or Costs Statement, we will be happy to review our fee for preparing the detailed bill. This does not apply to items included solely on your instructions nor to items disallowed through the solicitor's failure to keep adequate records.
- G. If we prepare bills or costs statements in taxable form for both party/party and solicitor/client costs together we will charge you for preparation of the solicitor/client Bill of Costs / Costs Statement at our standard rate (see item 1, above) and additional work undertaken for conversion of the solicitor/client bill/statement to the party/party bill/statement at our hourly rate (see item 2, above).
- H. Our minimum fee is \$420 excluding GST.
- I. Rapid Response Premium: Should you require work completed within a significantly shorter timeframe than our standard timeframe, upon our engagement we will advise you in writing that a Rapid Response Premium will be charged - an additional 20% of the standard rates listed at paragraphs [1] to [3] above.
- J. We may require you to hold funds in trust to cover the entirety of our fees in any matter before we will commence work on a matter. In our discretion, we insist on written confirmation of this. We may alternatively require funds being held in a solicitor's trust account of our nomination.
- K. If we have commenced work upon your instructions and you choose to terminate our services, you will be liable for our fees up to the date of termination.
- L. Any variation to these terms must be confirmed in writing by Blackstone and the onus remains with the client to produce the varied terms in case of a dispute. The law of New South Wales is to be applied in case of a dispute.

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