

Notice of amount allowed on provisional assessment

To [Applicant][Petitioner][Respondent]
[Co-Respondent][s solicitor]

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In the	
Case No.	
Applicant/ Petitioner <small>(include Ref.)</small>	
Respondent <small>(include Ref.)</small>	
Co-Respondent <small>(include Ref.)</small>	
Date	

Take notice that the [Applicant's][Petitioner's][Respondent's][Co-Respondent's] bill of costs has been provisionally assessed and is returned with this notice.

If you wish to be heard on the assessment, you must, within 14 days of the receipt of this notice inform the court in writing and return the bill of costs to the court. A date for assessment will then be fixed.

If you accept the provisional assessment as final, please complete and return the bill together with the balance of the assessment fee.

Note: In Legal aid only/LSC only cases

- 1) Within 7 days of receipt of the notice the solicitor must notify counsel in writing where the fees claimed on counsel's behalf have been provisionally reduced or disallowed.
- 2) The solicitor should not accept the provisional assessment as final without first enquiring whether any counsel whose fees have been provisionally reduced or disallowed has also accepted it.
- 3) Attention is drawn to the need to endorse on the bill a certificate in the form of precedent F(4) before returning the bill to the court.

The court office at

is open between 10 am and 4 pm Monday to Friday. Address all communications to the Court Manager quoting the case number.