

IN THE COURT OF PROTECTION

Case No: - .....

SCCO reference .....

(to be completed by the court)

IN THE MATTER OF

..... (A patient)

Short form bill of costs of the Receiver of (e.g.) General Management for the period .....  
to be assessed pursuant to the First General Order dated ..... and General Direction dated 19/11/82

Summary of work carried out

[Empty box for summary of work carried out]

Fee earner category ..... Rate claimed .....

**Work done:-**

**Charge:-**

Time spent in personal attendances  
e.g. 22/9/02 45mins Upon patient

.....

Time spent in travel .....

.....

Letters Sent .....

.....

Telephone Calls .....

.....

Time spent on documents .....

.....

Other work (give details)

.....

.....

Sub Total .....

V.A.T. ....

Disbursements (list below)

.....

.....

Disbursements .....

V.A.T. ....

Grand Total .....

I certify that this bill is both accurate and complete.

..... (name and position)

Short form bill of costs for use in Court of Protection assessments  
where the total costs claimed do not exceed £3000  
excluding VAT and disbursements

*Name, address and reference of person filing bill*

[Empty box for name, address and reference of person filing bill]