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| **CIRCUIT COURT SEPARATION AND DIVORCE PANEL**  **Claim for Fees** |  |
| A complete claim form must be accompanied by a copy of the legal aid certificate or other written authority (in the case of additional services)  Please email to [familylawPP@legalaidboard.ie](mailto:familylawPP@legalaidboard.ie) | |

SECTION A

**Case details**

|  |  |  |
| --- | --- | --- |
| 1. | Solicitor |  |
| 2. | PP Number |  |
| 3. | Email |  |
| 4. | Client Name |  |
| 5. | LAB Case No |  |
| 6 | Proceedings | Separation  Divorce |
| 7 | Court venue | Advice only  In the Circuit Court at |

**Details of case outcome**

Please set out details of the outcome of the case (e.g. Separation Agreement entered into, Decree of Judicial Separation/Divorce Granted, Details of Ancillary Remedies).

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**Particulars of claim**

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| **Fees for separation and divorce cases (inclusive of any payments made to counsel and exclusive of VAT)** | **Fee payable** | **Fee claimed** |
| Judicial separation and divorce cases where a Notice of Trial has been served and to include as appropriate but not limited to, consultations, drafting or settling of pleadings, preparatory work, settlement negotiations and / or court appearances, including any interim applications.   * Fee claimable at conclusion of proceedings, in cases where no interim fee has been previously claimed in respect of the same case * Interim fee claimable after issue of proceedings or delivery of defence * Remainder of fee claimable at conclusion of proceedings, in cases where an interim fee was previously claimed | **€3,386**  **€1,130 €2,256** |  |
| Cases where matters have been resolved by a Separation Agreement rather than Judicial Separation proceedings. | **€2,539** |  |
| Fees for separation and divorce cases where proceedings have been issued but are discontinued prior to the service of a Notice of Trial and to include as appropriate but not limited to, consultations, drafting or settling of pleadings, preparatory work, settlement negotiations and / or court appearances, including any interim applications.   * Fee claimable upon discontinuance of proceedings, where no interim fee has been previously claimed in respect of the same case * Interim fee claimable after issue of proceedings or delivery of defence * Remainder of fee claimable upon discontinuance of proceedings, in cases where an interim fee was previously claimed | **€1,693**  **€1,130 €563** |  |
| Separation and divorce cases where the legally aided person has given instructions to the solicitor/firm but either fails to give further instructions or chooses not to proceed with the matter. | **€423** |  |
| Additional fee where a judicial separation or divorce case requires more than one day of evidence. | **€592** |  |
| Additional fee for taking judgement where a case is heard and judgement is reserved and delivered on a different date. | **€296** |  |

SECTION B

**Certification of claim**

I certify that I have provided the legal services as set out above and I accordingly seek payment of the appropriate fee in accordance with the terms and conditions for the provision of legal services under the Private Practitioner Circuit Court Scheme.

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| --- | --- | --- | --- | --- |
| Signature |  |  | Date |  |
| Liable for VAT | Yes  No |  | VAT No. |  |

**For Legal Aid Board use only:**

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|  | Authorised Officer | Date |
| Received by |  |  |