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| SHORT TITLE | CASE NUMBER: |
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MEMORANDUM OF COSTS (WORKSHEET)

1. Filing and motion fees

| | <u>Paper filed</u> | | <u>Filing fee</u> |
|----|--------------------|----|-------------------|
| a. | _____ | \$ | _____ |
| b. | _____ | \$ | _____ |
| c. | _____ | \$ | _____ |
| d. | _____ | \$ | _____ |
| e. | _____ | \$ | _____ |
| f. | _____ | \$ | _____ |

g. Information about additional filing and motion fees is contained in Attachment 1g.

TOTAL 1. \$

2. Jury fees

| | <u>Date</u> | | <u>Fee & mileage</u> |
|----|-------------|----|--------------------------|
| a. | _____ | \$ | _____ |
| b. | _____ | \$ | _____ |
| c. | _____ | \$ | _____ |
| d. | _____ | \$ | _____ |

e. Information about additional jury fees is contained in Attachment 2e.

TOTAL 2. \$

3. Juror food: \$ _____ and lodging: \$ _____

TOTAL 3. \$

4. Deposition costs

| | <u>Name of deponent</u> | | <u>Taking</u> | | <u>Transcribing</u> | | <u>Travel</u> | | <u>Videotaping</u> | | <u>Subtotals</u> |
|----|-------------------------|----|---------------|----|---------------------|----|---------------|----|--------------------|----|------------------|
| a. | _____ | \$ | _____ | \$ | _____ | \$ | _____ | \$ | _____ | \$ | _____ |
| b. | _____ | \$ | _____ | \$ | _____ | \$ | _____ | \$ | _____ | \$ | _____ |
| c. | _____ | \$ | _____ | \$ | _____ | \$ | _____ | \$ | _____ | \$ | _____ |
| d. | _____ | \$ | _____ | \$ | _____ | \$ | _____ | \$ | _____ | \$ | _____ |

e. Information about additional deposition costs is contained in Attachment 4e.

TOTAL 4. \$

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5. Service of process

| | <u>Name of person served</u> | <u>Public officer</u> | <u>Registered process</u> | <u>Publication</u> | <u>Other (specify)</u> |
|----|---|-----------------------|---------------------------|--------------------|------------------------|
| a. | _____ | \$ _____ | \$ _____ | \$ _____ | \$ _____ |
| b. | _____ | \$ _____ | \$ _____ | \$ _____ | \$ _____ |
| c. | _____ | \$ _____ | \$ _____ | \$ _____ | \$ _____ |
| d. | <input type="checkbox"/> Information about additional costs for service of process is contained in Attachment 5d. | | | | |

TOTAL 5. \$

6. Attachment expenses (specify):

6. \$

7. Surety bond premiums (itemize bonds and amounts):

7. \$

8. a. Ordinary witness fees

| | <u>Name of witness</u> | <u>Daily fee</u> | <u>Mileage</u> | <u>Total</u> |
|-----|------------------------|--------------------|--------------------------|---|
| (1) | _____ | days at ___ \$/day | ___ miles at ___ ¢/mile: | \$ <input style="width: 100px;" type="text"/> |
| (2) | _____ | days at ___ \$/day | ___ miles at ___ ¢/mile: | \$ <input style="width: 100px;" type="text"/> |
| (3) | _____ | days at ___ \$/day | ___ miles at ___ ¢/mile: | \$ <input style="width: 100px;" type="text"/> |
| (4) | _____ | days at ___ \$/day | ___ miles at ___ ¢/mile: | \$ <input style="width: 100px;" type="text"/> |
| (5) | _____ | days at ___ \$/day | ___ miles at ___ ¢/mile: | \$ <input style="width: 100px;" type="text"/> |

(6) Information about additional ordinary witness fees is contained in Attachment 8a(6).

SUBTOTAL 8a. \$

(Continued on next page)

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8. b. **Expert fees** (per Code of Civil Procedure section 998)

| | Name of witness | Fee | |
|-----|---|-----------------------------|----------|
| (1) | _____ | _____ hours at \$ _____ /hr | \$ _____ |
| (2) | _____ | _____ hours at \$ _____ /hr | \$ _____ |
| (3) | _____ | _____ hours at \$ _____ /hr | \$ _____ |
| (4) | _____ | _____ hours at \$ _____ /hr | \$ _____ |
| (5) | <input type="checkbox"/> Information about additional expert fees is contained in Attachment 8b(5). | | |

SUBTOTAL 8b. \$ _____

c. **Court-ordered expert fees**

| | Name of witness | Fee | |
|-----|---|-----------------------------|----------|
| (1) | _____ | _____ hours at \$ _____ /hr | \$ _____ |
| (2) | _____ | _____ hours at \$ _____ /hr | \$ _____ |
| (3) | <input type="checkbox"/> Information about additional court-ordered expert fees is contained in Attachment 8c(3). | | |

SUBTOTAL 8c. \$ _____

TOTAL (8a, 8b, & 8c) 8. \$ _____

9. **Court-ordered transcripts** (specify): 9. \$ _____

10. **Attorney fees** (enter here if contractual or statutory fees are fixed without necessity of a court determination; otherwise a noticed motion is required): 10. \$ _____

11. **Models, enlargements, and photocopies of exhibits** (specify): 11. \$ _____

12. **Court reporter fees** (as established by statute)

- a. (Name of reporter): _____ Fees: \$ _____
- b. (Name of reporter): _____ Fees: \$ _____
- c. Information about additional court-reporter fees is contained in Attachment 12c.

TOTAL 12. \$ _____

13. **Interpreter fees**

- a. Fees of a certified or registered interpreter for the deposition of a party or witness
(Name of interpreter): _____ Fees: \$ _____
(Name of interpreter): _____ Fees: \$ _____
- b. Fees for a qualified court interpreter authorized by the court for an indigent person represented by a qualified legal services project or a pro bono attorney
(Name of interpreter): _____ Fees: \$ _____
(Name of interpreter): _____ Fees: \$ _____
- c. Information about additional court-reporter fees is contained in Attachment 13c.

TOTAL 13. \$ _____

14. **Fees for electronic filing or service of documents through an electronic filing service provider** (enter here if required or ordered by the court): 14. \$ _____

15. **Fees for hosting electronic documents through an electronic filing service provider** (enter here if required or ordered by the court): 15. \$ _____

16. **Other** (specify): _____ 16. \$ _____

TOTAL COSTS \$ _____

(Additional information may be supplied on the reverse)

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