

SHORT TITLE: _____ _____	CASE NUMBER _____
<b>MEMORANDUM OF COSTS (WORKSHEET)</b>	

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 1 g.

TOTAL 1 \$ \_\_\_\_\_

2. Jury fees

	<u>Da te</u>	<u>Fee &amp; 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 depone nt</u>	<u>Takin g</u>	<u>Transcribi ng</u>	<u>Trav el</u>	<u>Video - tapi ng</u>	<u>Subtota ls</u>
a	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
b	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
c	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
d	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

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

TOTAL 4 \$ \_\_\_\_\_

(Continued on reverse)

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**5. Service of process**

	Name of person served	Publication fee	Registered process	Publication	Other (specify)
a	_____	\$ _____	\$ _____	\$ _____	\$ _____
b	_____	\$ _____	\$ _____	\$ _____	\$ _____
c	_____	\$ _____	\$ _____	\$ _____	\$ _____

d  Information about additional costs for service of process is contained in Attachment 5d.

TOTAL \$ \_\_\_\_\_

**6. Attachment expenses (specify):** \_\_\_\_\_

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

6 \$ \_\_\_\_\_

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

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

7 \$ \_\_\_\_\_

**8. a. Ordinary witness fees**

	Name of witness		Daily fee		Mileage		Total
(1)	_____	_____ days	_____ \$/day	_____ miles	_____ 0/mile	...	\$ _____
(2)	_____	_____ days	_____ \$/day	_____ miles	_____ 0/mile	...	\$ _____
(3)	_____	_____ days	_____ \$/day	_____ miles	_____ 0/mile	...	\$ _____
(4)	_____	_____ days	_____ \$/day	_____ miles	_____ 0/mile	...	\$ _____
(5)	_____	_____ days	_____ \$/day	_____ miles	_____ 0/mile	...	\$ _____

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

SUBTOTAL \$ \_\_\_\_\_

(Continued on next page)

**MEMORANDUM OF COSTS (WORKSHEET) (Continued)**

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

	<u>Name of witness</u>		<u>F</u> <u>ee</u>			
(1)	_____	_____	hours at _____ /	_____	h	\$ _____
			\$ _____	_____	f	\$ _____
(2)	_____	_____	hours at _____ /	_____	h	\$ _____
			\$ _____	_____	f	\$ _____
(3)	_____	_____	hours at _____ /	_____	h	\$ _____
			\$ _____	_____	f	\$ _____
(4)	_____	_____	hours at _____ /	_____	h	\$ _____
			\$ _____	_____	f	\$ _____

(  Information about additional expert witness fees is contained in Attachment 8b(5).

5 )  
SUBTOTAL 8b. \$ \_\_\_\_\_

**c. Court-ordered expert fees**

	<u>Name of witness</u>		<u>F</u> <u>ee</u>			
(1)	_____	_____	hours at _____ /	_____	h	\$ _____
			\$ _____	_____	f	\$ _____
(2)	_____	_____	hours at _____ /	_____	h	\$ _____
			\$ _____	_____	f	\$ _____

(  Information about additional court-ordered expert witness fees is contained in Attachment 8c(3).

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, blowups, 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. Other (specify):** \_\_\_\_\_

13 \$ \_\_\_\_\_

**TOTAL COSTS** \$ \_\_\_\_\_

(Additional information may be supplied on the reverse)

SHORT TITLE: _____ _____	CASE NUMBER _____
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MEMORANDUM OF COSTS (WORKSHEET) (Continued)

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
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