

COURT INTERPRETER REQUEST AND RECORD

Control/Invoice No.						
Registry #	Invoice #	Invoice Date				
		YYYY - MM - DD				

1 Interpreter Information						
Name/Agency (must be the same name that appears on Interpreter Contract):		Level Telephone Number				
Address						
Address		Email				
2 Scheduling Information						
Registry Location	Interpreter fo					
Name of person booking interpreter	Witnes Requested by					
Name of person booking interpreter	Court		Defence Respondent			
Telephone	Method of Ap	pearance				
Date of booking (yyyy/mmm/dd)	Federal Matte	r?	-			
Additional Comments						
3 Record						
Date Court File Number Case Name Required YYYY - MM - DD	Language	Reason Fed. Court Room	Start Time Finish Time Approver's Initials			
Federal Prosecutor's Name:						
Federal Prosecutor's Name:						
Federal Prosecutor's Name:						
Federal Prosecutor's Name:						
Federal Prosecutor's Name:						
						
Federal Prosecutor's Name:						
<u> </u>						
Federal Prosecutor's Name:		<u></u>				
Federal Prosecutor's Name:						
Federal Prosecutor's Name:						
4 Cancellation Information (Project Code 1500144	4)					
Appearance Cancelled	Time Date	Cancellation Fee Applicable C	ancelled by:			
Notes						

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5 Paymen	it Details									
Fe	ees									Fees Payable
		\$	Rate	x	Total Ho		\$		= \$	-
			Dete		T					
Tra	avel Hours	\$	Rate	х	Total Ho		\$		= \$	
									Subtotal = \$	
			,	GST Number:						
			,	JOI NUMBER.				Enter 5% if applicable	GST = \$ Toal Fees = \$	
									- φ	
E	kpenses (recei									
Ter	avel Kilometers	Rate		Total Kilomete		Sub-Total		Total		Expenses Payable
116	avei Miometers		•	X Tetal Dave		Cub Tatal	-	-	_	
Bre	eakfast	Rate \$		Total Days	= \$	Sub-Total		Total		
		Rate	•	Total Days		Sub-Total	-	Total	_	GST (if applicable)
Lu	nch	\$		X Your Buyo	= \$	Cub Total		= \$	\$	COT (II applicable)
		Rate	-	Total Days		Sub-Total	•	Total	_ *	
Dir	nner	\$		x	= \$			= \$		
		Rate	•	Total Days	•	Sub-Total	GST	Total		Total Expenses
Lo	dging	\$	_	х	= \$		+	= \$	\$	
						Sub-Total	GST	Total		
Air	rfare/Ferry	\$			= \$		+	= \$	_	
						Sub-Total	GST	Total		Total Payable
Mi	scellaneous	\$			= \$. +	= \$	_	
						Expenses			l	
					Checks Totals	Pre-GST	Total GST +	Total Expenses		
					Chooks rotals		· ——		_	
								Total paid by Co	urt Services \$	
						Sent to Fed	eral Crown	Total paid by Fed	deral Crown \$	
6 Authoriz	zations									
						YYYY MM	DD			YYYY MM DD
Interpreter's Sig	nature						Qualified	Receiver		
I certify this is a to business as d have	rue statement of one of the contract of the co	disbursements mad will not be reimburs	de a entitled sed by any o	d as a result of trave other party	el on government					
							Print Nam	ne		
							<u> </u>			1 1 1
Office Use	e Only									
	Supplier Name					Sı	upplier # -Site #			
	Invoice Date					А	Address Verified)Y N		
	Invoice Number					Expense	Authority Name			
	Receiver Name st match Approver Name)					Invoic	e Total Amount			
	Contract Number					Pay Stu	ub Comment:			
Sub-Total	GST	PST	CL	RESP	SL	STOB	PROJECT		COMMENTS	8
			OL	NEOF				Court File No		
\$	\$	N/A	105		10710	5542	1500000			
\$	\$	N/A					1500000			
Additional In	nstructions:									

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