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

1. Filing and motion fees

Paper filed Filing fee

| | | |
|----|-------|----------|
| a. | _____ | \$ _____ |
| b. | _____ | \$ _____ |
| c. | _____ | \$ _____ |
| d. | _____ | \$ _____ |
| e. | _____ | \$ _____ |
| f. | _____ | \$ _____ |

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

TOTAL 1. \$ _____

2. Jury fees

Date Fee & mileage

| | | |
|----|-------|----------|
| 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

| Name of deponent | Taking | Transcribing | Travel | Videotaping | Subtotals |
|------------------|--------|--------------|--------|-------------|-----------|
|------------------|--------|--------------|--------|-------------|-----------|

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

TOTAL 5.

| |
|----------|
| \$ _____ |
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6. Attachment expenses (specify):

6.

| |
|----------|
| \$ _____ |
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7. Surety bond premiums (itemize bonds and amounts):

7.

| |
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| \$ _____ |
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8. a. Ordinary witness fees

| | Name of witness | Daily fee | Mileage | Total | |
|----------|-----------------|----------------------|------------------------|--|----------|
| (1) | _____ | days at _____ \$/day | miles at _____ ¢/mile: | <table border="1"><tr><td>\$ _____</td></tr></table> | \$ _____ |
| \$ _____ | | | | | |
| (2) | _____ | days at _____ \$/day | miles at _____ ¢/mile: | <table border="1"><tr><td>\$ _____</td></tr></table> | \$ _____ |
| \$ _____ | | | | | |
| (3) | _____ | days at _____ \$/day | miles at _____ ¢/mile: | <table border="1"><tr><td>\$ _____</td></tr></table> | \$ _____ |
| \$ _____ | | | | | |
| (4) | _____ | days at _____ \$/day | miles at _____ ¢/mile: | <table border="1"><tr><td>\$ _____</td></tr></table> | \$ _____ |
| \$ _____ | | | | | |
| (5) | _____ | days at _____ \$/day | miles at _____ ¢/mile: | <table border="1"><tr><td>\$ _____</td></tr></table> | \$ _____ |
| \$ _____ | | | | | |

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

| |
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| \$ _____ |
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8. b. **Expert fees (per Code of Civil Procedure section 998)**

| Name of witness | Fee hours at \$ _____ /hr | \$ _____ |
|---|------------------------------|----------|
| (1) _____ | _____ | \$ _____ |
| (2) _____ | _____ | \$ _____ |
| (3) _____ | _____ | \$ _____ |
| (4) _____ | _____ | \$ _____ |
| (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 hours at \$ _____ /hr | \$ _____ |
|---|------------------------------|----------|
| (1) _____ | _____ | \$ _____ |
| (2) _____ | _____ | \$ _____ |
| (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. **Court reporter fees (as established by statute)**

a. (Name of reporter): _____ Fees: \$ _____

b. (Name of reporter): _____ Fees: \$ _____

TOTAL 11. \$ _____

c. Information about additional court-reporter fees is contained in Attachment 11c.12. **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: \$ _____

TOTAL 12. \$ _____

c. Information about additional court-reporter fees is contained in Attachment 12c.13. **Models, enlargements, and photocopies of exhibits (specify):**

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. **Other (specify):** _____

15. \$ _____

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| TOTAL COSTS | \$ _____ |
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(Additional information may be supplied on the reverse)

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