



**Matter No:**

**/20**

(Office use only)

March 2019

# Application

## Application for Assessment of Costs

This is the approved form for an application for an assessment of costs under Schedule 6 of the Workers Compensation Regulation 2016 as in force before 1 November 2006 where:

1. Proceedings were commenced in the Commission before that date; or
2. The matter resolved before that date without recourse to the Commission.

**Applicant:**

**Respondent:**

**Filed by:**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Worker                   | <input type="checkbox"/> Employer                | <input type="checkbox"/> Self-insurer                        |
| <input type="checkbox"/> Worker representative    | <input type="checkbox"/> Employer representative | <input type="checkbox"/> Insurer/scheme agent representative |
| <input type="checkbox"/> Dependant                | <input type="checkbox"/> Scheme agent*           | <input type="checkbox"/> icare                               |
| <input type="checkbox"/> Dependant representative | <input type="checkbox"/> Specialised insurer     | <input type="checkbox"/> TMF Agent                           |

\*Note scheme agent means scheme agent for the nominal insurer

### NOTICE TO PARTIES

#### Application for Costs Assessment

1. A legal practitioner or agent who is given a bill of costs may apply to the Registrar for an assessment within 30 days after the bill of costs is given.
2. A legal practitioner or agent who has given a bill of costs may not apply to the Registrar for an assessment unless 30 days have passed since the bill of costs was given.
3. A person who has paid or is liable to pay costs, in or in connection with a workers compensation matter, as a result of an order by the Commission or agreement, may apply to the Registrar for an assessment after the period of 60 days after the making of the order of agreement.

#### Service of Costs Application

4. The applicant for assessment must serve a sealed copy of this application on each party or each legal representative or agent involved, within 7 days after the application is accepted by the Registrar for registration.

#### Objection and Response

5. The respondent may object to the costs application by lodging in the Commission and serving on the applicant written submissions and supporting documents within 14 days of service of the application.
6. The applicant may respond to any objections by lodging in the Commission and serving on the respondent written submissions and supporting documents within 7 days of service of the objections.

#### Assessment of Costs

7. The matter may be referred for assessment without further notice.

# PART 1 – Parties Details

## 1.1 Worker details

Date of birth: / /

Title:  Mr  Ms  Mrs  Miss  Dr  Other

Surname/Family name: Given name(s):

Postal address:

Postcode:

## 1.2 Worker representative details

Firm or organisation:

Postal or DX address:

Postcode:

Name of representative:

Email address:

Phone number:

## 1.3 Employer details

Name of  
business/organisation:

Postal or DX address:

Postcode:

## 1.4 Insurer/scheme agent details

Claim number:

Name of insurer/scheme  
agent:

Postal or DX address:

Postcode:

Contact person:

Email address:

Phone number:

## 1.5 Employer/insurer/scheme agent representative details

Firm or organisation:

Postal or DX address:

Postcode:

Name of representative:

Email address:

Phone number:

## PART 2 – Resolution Details

**2.1** Date proceedings were commenced in the Commission: / /  
OR  
Date of resolution if no proceedings commenced in the Commission: / /

**2.2 Details of resolution** (please complete):

## PART 3 – Service of Bill of Costs

**3.1 Date bill of costs served:** / /

## **PART 4 – Costs Claimed**

### **4.1 Legal services or agent services**

Details of legal services or agent services including the following:

1. A description of the legal services or agent services provided.
2. Identification of each activity or event specified in Schedule 6, by reference to the item number of the activity or event that was carried out.
3. The amount sought.
4. Submissions in support.

*(Attach as an annexure if required)*

### **4.2 Disbursements**

Details of outstanding disbursements including the following:

1. Disbursement item.
2. The relevant paragraph number in clause 82 or item number in Part C of Schedule 6.
3. Date disbursement incurred.
4. Amount sought.
5. Submissions in support of each item.

*(Attach as an annexure if required)*

## PART 5 – Supporting Documentation

Documents and information attached to this application.

Note:

1. The order for payment of costs or agreement for the payment of costs must be attached to this application.
2. A copy of the bill of costs must be attached to this application.
3. A copy of the determination of the Commission or terms of settlement must be attached to this application.

Document	Author	Date of Document
		/ /
		/ /
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## PART 6 – Signature

I authorise the Registrar to have access to, and to inspect, all documents of the applicant that are held by the applicant, or by any legal practitioner of agent concerned, in respect of the matter to which the application relates.

Signature of person lodging form: \_\_\_\_\_ Date: / /

### Lodgment Details

**Hand delivery** Level 20, 1 Oxford Street Darlinghurst NSW 2010  
**Postal address** PO Box 594 Darlinghurst NSW 1300  
**Document exchange** DX 11524 Sydney Downtown  
**Electronic lodgment** [registry@wcc.nsw.gov.au](mailto:registry@wcc.nsw.gov.au)  
**Facsimile** 1300 368 018

### Privacy of Personal Information

The privacy of personal information is important to the Workers Compensation Commission. The Commission collects personal information to register application forms and make decisions about disputes or claims. The NSW workers compensation laws permit the Commission to collect this information.

The Commission may give personal information to another person or agency (e.g. a doctor, a party, State Insurance Regulatory Authority) as required or authorised by law.

Decisions by the Commission will generally be published, including on the Internet, unless there are exceptional circumstances justifying the decision being withheld.

A person has a right to access their personal information and correct any inaccuracies.