

**APPENDIX F**

Para. 99A

**SAMPLE COSTS SCHEDULE<sup>1</sup>**

**SUIT 999 OF 2013**

**Between**

**AAA Pte Ltd ... Plaintiff**

**And**

**BBB ... Defendant**

**PLAINTIFF'S COSTS SCHEDULE**

<b>Stage of proceedings</b>	<b>Work done</b>	<b>Estimated party-and-party costs (Section I Costs)</b>	<b>Disbursements (Section III Costs)</b>	<b>Total</b>
<b>The plaintiff ("Pf") is a developer which engaged the defendant ("Df") architect to carry out the design of a building which subsequently developed defects.</b>				

<sup>1</sup> This sample costs schedule is for illustrative purposes only. The figures used in this sample should not be used as precedents or authorities to support any amount claimed.

Stage of proceedings	Work done	Estimated party-and-party costs (Section I Costs)	Disbursements (Section III Costs)	Total
<p>The Pf's claim is for damages in excess of S\$5m for breach of duties owed to it in contract and at common law (in negligence) by the Df. The Pf alleges, among other things, that the Df was negligent in designing the building.</p> <p><b>Causes of action:</b></p> <p>(a) <b>Contract: breach of contractual duty to design building that was fit for purpose; and</b>  (b) <b>Negligence: breach of common law duty to exercise reasonable skill and care in designing the building.</b></p> <p><b>Defence raised:</b></p> <p>(a) <b>Defects were caused by ground conditions which were not communicated to the Df. The Df was not required to carry out soil investigations under the terms of his engagement.</b></p>				
<b>Close of Pleadings</b>	<ul style="list-style-type: none"> <li>• Writ and Statement of Claim: 20 pages</li> <li>• Reviewing Defence: 13 pages</li> <li>• Reply: 10 pages</li> </ul>	<b>S\$10,000</b>	<b>S\$2,000</b>	<b>\$12,000</b>
<b>Completion of General Discovery</b>	<ul style="list-style-type: none"> <li>• One List of Documents ("LOD")</li> <li>• Pf: 500 pages disclosed</li> </ul>	<b>S\$30,000</b>	<b>S\$1,000</b>	<b>S\$31,000</b>

Stage of proceedings	Work done	Estimated party-and-party costs (Section I Costs)	Disbursements (Section III Costs)	Total
	<p>(Affidavit verifying LOD (“AvLOD”): 3 pages, LOD: 10 pages).</p> <ul style="list-style-type: none"> <li>• Df: 600 pages disclosed (AvLOD: 3 pages, LOD: 10 pages).</li> <li>• Paper discovery only.</li> </ul>			
<p><b>Exchange of Affidavits of Evidence-in-Chief</b> <b>(including in connection with expert reports)</b></p>	<ul style="list-style-type: none"> <li>• 3 witnesses of fact and 2 expert witnesses (1 architect, 1 geotechnical expert) for the Pf.</li> <li>• 2 witnesses of fact and 2 expert witnesses (1 architect, 1 geotechnical expert) for the Df.</li> </ul> <p>[Total: 5 witnesses of fact and 4 expert witnesses.]</p>	<p><b>S\$45,000</b></p>	<p><b>Experts fees for preparation of reports:<sup>2</sup></b> <b>S\$40,000</b></p> <p><b>Others:<sup>3</sup> S\$5,000</b></p>	<p><b>S\$90,000</b></p>

<sup>2</sup> There should be a breakdown of expert fees, assessor fees, translation fees, hearing fees and such other non-standard items of disbursements as the Court may specify.

<sup>3</sup> There is no need for a breakdown of standard disbursements such as filing fees, service fees, transport charges, photocopying charges, telephone and facsimile charges, etc.

Stage of proceedings	Work done	Estimated party-and-party costs (Section I Costs)	Disbursements (Section III Costs)	Total
	<ul style="list-style-type: none"> <li>One affidavit for each witness.</li> </ul>			
<b>Set down and Commencement of Trial</b>	<ul style="list-style-type: none"> <li>Includes work done for getting up, meetings with clients, meetings with experts, research on case law, preparing objections to AEICs.</li> <li>Opening statement: 20 pages.</li> </ul>	<b>S\$80,000</b>	<b>Experts fees for pre-trial meetings: S\$30,000</b>  <b>Hearing fees for 10-day trial:<sup>4</sup></b> <b>S\$37,000</b>  <b>Others: S\$8,000</b>	<b>S\$155,000</b>
<b>End of Trial and Closing Submissions</b>	<ul style="list-style-type: none"> <li>Trial of 10 days in a single tranche.</li> <li>Work includes cross-</li> </ul>	<b>S\$200,000</b>	<b>Experts fees for attendance of trial: S\$50,000</b>	<b>S\$253,000</b>

<sup>4</sup> Non-standard items such as hearing fees for a trial of more than 3 days should be specified.

Stage of proceedings	Work done	Estimated party-and-party costs (Section I Costs)	Disbursements (Section III Costs)	Total
	examination and re-examination of witnesses. <ul style="list-style-type: none"> <li>• Written closing submissions of no more than 80 pages.</li> </ul>		<b>Others: S\$3,000</b>	
<b>Completed interlocutory applications with costs contingent on outcome of proceedings</b>	Application for summary judgment (leave to defend with costs in the cause) <ul style="list-style-type: none"> <li>• Summons: 2 pages</li> <li>• 2 affidavits: total 40 pages</li> </ul>	<b>S\$15,000</b>	<b>S\$2,000</b>	<b>S\$17,000</b>
<b>TOTAL</b>		<b>S\$380,000</b>	<b>S\$178,000</b>	<b>S\$558,000</b>

**COMPLETED INTERLOCUTORY APPLICATIONS / INTERLOCUTORY APPEALS WITH COSTS ORDERS MADE IN PLAINTIFF'S FAVOUR**

<i>Completed interlocutory applications with costs orders made and quantum fixed</i>				
<b>Interlocutory Application</b>	<b>Work done</b>	<b>Quantum of costs order</b>	<b>Disbursements (Section III Costs)</b>	<b>Costs recovered or to be recovered</b>
<b>SUM 111/2013 Further &amp; better particulars</b>	Pf's application for further & better particulars. <ul style="list-style-type: none"> <li>• Summons: 3 pages (including schedule)</li> <li>• Affidavit: 6 pages</li> <li>• Approximately 1 hour hearing on normal OS/SUMS list before AR</li> </ul>	<b>S\$2,500</b> including disbursements	<b>S\$1,500</b>	<b>S\$2,500</b>
<b>SUM 222/2013 Specific discovery</b>	Pf's application for specific discovery. <ul style="list-style-type: none"> <li>• Summons: 3 pages</li> <li>• Affidavit: 10 pages</li> <li>• Approximately 45 minutes hearing on normal OS/SUMS list before AR</li> </ul>	<b>S\$2,500</b> plus reasonable disbursements	<b>S\$1,500</b>	<b>S\$4,000</b>

<i>Completed interlocutory applications with costs orders made but quantum not fixed</i>				
<b>Interlocutory Application</b>	<b>Work done</b>	<b>Estimated party-and-party costs</b>	<b>Disbursements (Section III Costs)</b>	<b>Estimated costs to be recovered</b>
<b>SUM 333/2013 Striking out</b>	Df's application to strike out paragraphs of Statement of Claim. <ul style="list-style-type: none"> <li>• Reply affidavit: 20 pages</li> <li>• Approximately 1 hour hearing on normal OS/SUMS list before AR</li> </ul>	<b>S\$3,000</b> plus reasonable disbursements	<b>S\$1,500</b>	<b>S\$4,500</b>
<b>TOTAL</b>		<b>S\$8,000</b>	<b>S\$4,500</b>	<b>S\$11,000</b>

\* The figures in the tables above exclude GST (if applicable), costs of taxation, costs of any appeals (which have not taken place and which are not anticipated as at the date of this costs schedule) and costs of enforcing any judgment.