

Budget Form

Firm:	
Customer:	
Case:	

Total Budgeted (\$):	
Preexisting Expenses (\$):	
Warn at n% of budget (%):	

Date Range:	From: 	To:
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<u>Phase/Task</u>	<u>Preexisting Actual</u>	<u>Budgeted Amount</u>
<i>(L100) Case Assessment, Development and Administration</i>		
(L110) Fact Investigation/Development		
(L120) Analysis/Strategy		
(L130) Experts/Consultants		
(L140) Document/File Management		
(L150) Budgeting		
(L160) Settlement/Non-Binding ADR		
(L190) Other Case Assessment, Development and Administration		
 <i>(L200) Pre-Trial Pleadings and Motions</i>		
(L210) Pleading		
(L220) Preliminary Injunctions/Provisional Remedies		
(L230) Court Mandated Conferences		
(L240) Dispositive Motions		
(L250) Other Written Motions and Sanctions		
(L260) Class Action Certification and Notice		
 <i>(L300) Discovery</i>		
(L310) Written Discovery		
(L320) Document Production		
(L330) Depositions		
(L340) Expert Discovery		
(L350) Discovery Motions		

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<u>Phase/Task</u>	<u>Preexisting Actual</u>	<u>Budgeted Amount</u>
(L390) Other Discovery	<input type="text"/>	<input type="text"/>
<i>(L400) Trial Preparation and Trial</i>	<input type="text"/>	<input type="text"/>
(L410) Fact Witnesses	<input type="text"/>	<input type="text"/>
(L420) Expert Witnesses	<input type="text"/>	<input type="text"/>
(L430) Written Motions and Submissions	<input type="text"/>	<input type="text"/>
(L440) Other Trial Preparation and Support	<input type="text"/>	<input type="text"/>
(L450) Trial and Hearing Attendance	<input type="text"/>	<input type="text"/>
(L460) Post-Trial Motions and Submissions	<input type="text"/>	<input type="text"/>
(L470) Enforcement	<input type="text"/>	<input type="text"/>
<i>(L500) Appeal</i>	<input type="text"/>	<input type="text"/>
(L510) Appellate Motions and Submissions	<input type="text"/>	<input type="text"/>
(L520) Appellate Briefs	<input type="text"/>	<input type="text"/>
(L530) Oral Argument	<input type="text"/>	<input type="text"/>
<i>(E100) Expenses</i>	<input type="text"/>	<input type="text"/>
(E101) Copying	<input type="text"/>	<input type="text"/>
(E102) Outside Printing	<input type="text"/>	<input type="text"/>
(E103) Word processing	<input type="text"/>	<input type="text"/>
(E104) Facsimile	<input type="text"/>	<input type="text"/>
(E105) Telephone	<input type="text"/>	<input type="text"/>
(E106) Online Research	<input type="text"/>	<input type="text"/>
(E107) Messgrs / Overnite	<input type="text"/>	<input type="text"/>
(E108) Postage	<input type="text"/>	<input type="text"/>
(E109) Local Travel	<input type="text"/>	<input type="text"/>
(E110) Out-of-Town Travel	<input type="text"/>	<input type="text"/>
(E111) Meals	<input type="text"/>	<input type="text"/>
(E112) Court Fees	<input type="text"/>	<input type="text"/>
(E113) Subpoena Fees	<input type="text"/>	<input type="text"/>
(E114) Witness Fees	<input type="text"/>	<input type="text"/>
(E115) Court Reporting & Transcripts	<input type="text"/>	<input type="text"/>
(E116) Trial Transcripts	<input type="text"/>	<input type="text"/>

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<u>Phase/Task</u>	<u>Preexisting Actual</u>	<u>Budgeted Amount</u>
(E117) Trial Exhibits	<input type="text"/>	<input type="text"/>
(E118) Litigation, Support Vendors	<input type="text"/>	<input type="text"/>
(E119) Experts	<input type="text"/>	<input type="text"/>
(E120) Private Investigators	<input type="text"/>	<input type="text"/>
(E121) Arbitrators / Mediators	<input type="text"/>	<input type="text"/>
(E122) Local Counsel	<input type="text"/>	<input type="text"/>
(E123) Other Professionals	<input type="text"/>	<input type="text"/>
(E124) Other	<input type="text"/>	<input type="text"/>