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|----------|---|------------|----------|
| 15/04/13 | Appearance at Tribunal for hearing of costs application (including one hour travel)   | \$1,760.00 | \$176.00 |
| 15/04/13 | Letter to you reporting on hearing of costs application and advising on further evidence  | \$88.00    | \$8.80   |
| 15/04/13 | Drawing motions for ratification of retainer  | \$44.00    | \$4.40   |
| 15/04/13 | Drawing statutory declaration of strata manager to prove proper appointment of solicitor for appeal   | \$132.00   | \$13.20  |
| 15/04/13 | Letter to CTTT advising of unavailable dates for May hearing  | \$44.00    | \$4.40   |
| 16/04/13 | Perusing emails from strata manager answering queries and attaching notice and minutes of executive committee meeting August 2012   | \$88.00    | \$8.80   |
| 16/04/13 | Perusing further email from strata manager attaching email trails passing between strata manager and executive committee members concerning CTTT appeal and appointment of solicitor to defend appeal   | \$88.00    | \$8.80   |
| 16/04/13 | Perusing strata management agency agreement between Raine & Horne Strata and owners corporation to check for delegated powers of strata manager   | \$88.00    | \$8.80   |
| 18/04/13 | Amending statutory declaration of Peter Bone to incorporate references to executive committee meetings recording events at CTTT appeal and task confirmation report confirming service on owners of notice of executive committee meeting scheduled for 26 April 2013 to ratify appointment of solicitor in CTTT appeal | \$308.00   | \$30.80  |
| 18/04/13 | Amending submission to CTTT concerning retainer of solicitor to incorporate references to cases concerning ratification   | \$88.00    | \$8.80   |
| 18/04/13 | Email to strata manager attaching draft statutory declaration   | \$44.00    | \$4.40   |
| 19/04/13 | Email to strata manager providing instructions for signing statutory declaration  | \$44.00    | \$4.40   |
| 19/04/13 | Perusing email from strata manager with draft minutes of paper executive committee meeting attached concerning ratification of appointment of solicitor in CTTT appeal  | \$44.00    | \$4.40   |
| 19/04/13 | Amending draft minutes of paper executive committee meeting ratifying appointment of solicitor in CTTT appeal and emailing to strata manager  | \$44.00    | \$4.40   |
| 19/04/13 | Perusing email from Peter Bone requesting corrections to statutory declaration and finalising statutory declaration of Peter Bone to make corrections requested by Peter  | \$132.00   | \$13.20  |
| 19/04/13 | Perusing signed statutory declaration of Peter Bone   | \$44.00    | \$4.40   |
| 16/04/13 | Amending statutory declaration of Peter Bone to take into account additional information provided by strata manager   | \$440.00   | \$44.00  |
| 16/04/13 | Revising motions for executive committee meeting to ratify appointment of solicitor in CTTT appeal based on additional information provided by strata manager and executive committee   | \$220.00   | \$22.00  |
| 16/04/13 | Drafting submissions concerning appointment of solicitor in CTTT appeal   | \$660.00   | \$66.00  |

