

# Datganiad Costau (asesiad diannod)

# Statement of Costs (summary assessment)

Yn Llys	
Cyfeirnod yr Achos	

In the	Court
Case Reference	

Barnwr/Meistr

Judge/Master

Teitl yr Achos

Case Title

**Datganiad Costau [Parti] ar gyfer y gwrandawriad ar**  
(dyddiad) (cais dros dro/treial trac cyflym)

**[Party]'s Statement of Costs for the hearing on**  
(date) (interim application/fast track trial)

Disgrifiad o'r sawl sy'n derbyn ffioedd\*  
Description of fees earners\*

(a) (enw) (graddfa) (cyfradd fesul awr a hawlir)   
(a) (name) (grade) (hourly rate claimed)

(b) (enw) (graddfa) (cyfradd fesul awr a hawlir)   
(b) (name) (grade) (hourly rate claimed)

Ymwneud â (parti)   
Attendances on (party)

(a) (rhif) (number) <input type="text"/>	awr am £	hours at £	<input type="text"/>	£	<input type="text"/>
(b) (rhif) (number) <input type="text"/>	awr am £	hours at £	<input type="text"/>	£	<input type="text"/>

Ymwneud â gwrthwynebwyd	Attendances on opponents
(a) (rhif) (number) <input type="text"/>	awr am £ hours at £ <input type="text"/>
(b) (rhif) (number) <input type="text"/>	awr am £ hours at £ <input type="text"/>

Ymwneud âg eraill	Attendances on others
(a) (rhif) (number) <input type="text"/>	awr am £ hours at £ <input type="text"/>
(b) (rhif) (number) <input type="text"/>	awr am £ hours at £ <input type="text"/>

Archwiliadau safle ayb	Site inspections etc
(a) (rhif) (number) <input type="text"/>	awr am £ hours at £ <input type="text"/>
(b) (rhif) (number) <input type="text"/>	awr am £ hours at £ <input type="text"/>

Gwaith ar negodiadau	Work done on negotiations
(a) (rhif) (number) <input type="text"/>	awr am £ hours at £ <input type="text"/>
(b) (rhif) (number) <input type="text"/>	awr am £ hours at £ <input type="text"/>

Gwaith arall, nas crybwyllir uchod	Other work, not covered above
(a) (rhif) (number) <input type="text"/>	awr am £ hours at £ <input type="text"/>
(b) (rhif) (number) <input type="text"/>	awr am £ hours at £ <input type="text"/>

Gwaith ar ddogfennau	Work done on document
(a) (rhif) (number) <input type="text"/>	awr am £ hours at £ <input type="text"/>
(b) (rhif) (number) <input type="text"/>	awr am £ hours at £ <input type="text"/>

Presenoldeb mewn gwrandawriadau	Attendance at hearing
(a) (rhif) (number) <input type="text"/>	awr am £ hours at £ <input type="text"/>
(b) (rhif) (number) <input type="text"/>	awr am £ hours at £ <input type="text"/>

(a) (rhif) (number) <input type="text"/>	oriau teithio ac aros am	hours travel and waiting at £	<input type="text"/>	£	<input type="text"/>
(b) (rhif) (number) <input type="text"/>	oriau teithio ac aros am	hours travel and waiting at £	<input type="text"/>	£	<input type="text"/>

is-gyfanswm sub total £

Dygydd ymlaen Brought forward £

Ffioedd cwnsler (enw) (blwyddyn galw)

Counsel's fees (name) (year of call)

Ffi ar gyfer [cyngor/cynhadledd/dogfennau] Fee for [advice/conference/documents] £   
Ffi ar gyfer gwrandawriad Fee for hearing £

Treuliau eraill Other expenses

[ffioedd llys] [court fees] £

Eraill (rhowch ddisgrifiad byr) Others (give brief description) £

**Cyfanswm Total**

Swm y TAW a hawlir Amount of VAT claimed £

ar ffioedd twrneiod a chwmselwyr on solicitors and counsel's fees £

ar dreuliau eraill on other expenses £

**Cyfanswm Llawn Grand Total**

£

Nid yw'r costau a amcangyfrifir uchod yn fwy na'r costau y mae'r (parti) yn atebol i'w talu mewn perthynas â'r gwaith sy'n berthnasol i'r amcan bris.

The costs estimated above do not exceed the costs which the (party) is liable to pay in respect of the work which the estimate covers.

Dyddiad

Dated

Llofnod

Signed

Enw cwmni twrneiod [partner] y (parti)

Name of firm of solicitors [partner] for the (party)

\*Awgrymir rhoi enillwyr ffi ar 4 raddfa:

- (A) Twrneiod â thros wyth mlynedd o brofiad ar ôl cymhwyso, gan gynnwys o leiaf wyth mlynedd o brofiad ymglyfreitha.
- (B) Twrneiod a gweithredwyr cyfreithiol â thros bedair blynedd o brofiad ar ôl cymhwyso, gan gynnwys o leiaf bedair blynedd o brofiad ymglyfreitha
- (C) Twrneiod eraill a gweithredwyr cyfreithiol a phobl sy'n derbyn ffioedd â phrofiad cyfatebol
- (D) Twrneiod dan hyfforddiant, clerocod paragyfreithiol a phobl sy'n derbyn ffioedd eraill

Mae "Gweithredydd Cyfreithiol" yn golygu Cymrawd o Sefydliad y Gweithredwyr Cyfreithiol. Nid oes gan bobl nad ydynt yn Gymrodyr o'r Sefydliad yr hawl i alw eu hunain yn weithredwyr cyfreithiol ac mewn egwyddor, felly, ni allant hawlio yr un gyfradd fesul awr â gweithredydd cyfreithiol.

Ar gyfer pawb sy'n derbyn ffioedd, dylid trin cyfathrebu fel presenoldeb a dylid hawlio am gyfathrebu rheolaidd ar gyfradd o un rhan o ddeg o'r gyfradd fesul awr.

\*4 grades of fee earner are suggested:

- (A) Solicitors with over eight years post qualification experience including at least eight years litigation experience.
- (B) Solicitors and legal executives with over four years post qualification experience including at least four years litigation experience
- (C) Other solicitors and legal executives and fee earners of equivalent experience
- (D) Trainee solicitors, para legals and other fee earners

"Legal Executive" means a Fellow of the Institute of Legal Executives. Those who are not Fellows of the Institute are not entitled to call themselves legal executives and in principle are therefore not entitled to the same hourly rate as a legal executive.

In respect of each fee earner communications should be treated as attendances and routine communications should be claimed at one tenth of the hourly rate.