

OATHS, DECLARATIONS AND ATTESTATIONS

	INCL. GST
Administering an oath or affirmation, taking a declaration or attesting a signature (including, where applicable, completing a jurat or pre-printed acknowledgement or the like) without preparing and completing a notarial certificate	\$121.00
Administering an oath or affirmation, taking a declaration or attesting a signature and preparing and completing a notarial certificate	\$198.00
For each additional deponent, declarant or signatory at the same time	\$88.00
Preparing and completing an exhibit note or annexure certificate	\$77.00
Completing an exhibit note or annexure certificate prepared by others	\$55.00
CERTIFYING COPY DOCUMENTS	
Prepare and complete a notarial certificate certifying one individual copy document (of up to five pages)	\$198.00
For each further page of the individual document (beyond five pages)	\$11.00
Where appropriate and acceptable in the receiving jurisdiction:	
(a) certifying two to five individual copy documents (of up to five pages each) under one notarial certificate	\$209.00
(b) for each additional copy document of up to five pages under the same certificate	\$55.00

for each further page beyond five pages of
an individual document certified

\$11.00

POWERS OF ATTORNEY IN PRIVATE FORM

Attesting a Power of Attorney in private form for use overseas and identifying the donor;

\$242.00

and

Preparing and completing a notarial certificate as to the attestation of a Power of Attorney and certification of the donor's identity

AUSTRALIAN ACADEMIC DOCUMENTS

Verifying an Australian testamur, academic document or record;

\$242.00

and

Preparing and completing a notarial certificate as to the verification of an Australian testamur, academic document or record and certifying a copy thereof

OTHER NOTARIAL CERTIFICATES

Preparing and completing a certificate of good standing of an Australian corporation \$495.00

Preparing and completing a certificate of Australian law:

up to three folios

\$363.00

for each folio beyond three

\$88.00

Preparing and completing a certificate in relation to any matter not otherwise specified in this scale:

up to three folios

\$198.00

for each folio beyond three

\$88.00

DUPLICATES

For each of the first ten duplicate certificates provided

Half the original fee

For each duplicate certificate provided after the tenth

One-quarter of the original fee

AUTHENTIC FORM DOCUMENTS

Completing a notarial act in authentic form prepared by others, including one copy for the client and one copy for retention in the notary's protocol

\$396.00

Preparing a notarial act in authentic form including one copy for the client and one copy for retention in the notary's protocol \$132.00

MISCELLANEOUS FEES AND CHARGES

In relation to any matter not otherwise specified, we charge the following rates:

Public Notary \$440.00 per hour

Lawyer \$330.00 per hour

Paralegal \$242.00 per hour

Admin \$165.00 per hour

Our fees are determined by applying these hourly rates to the units of time recorded by each staff member working on your matter. Time is recorded in 6 minute units. For example, the time charged for a phone call of up to 6 minutes will be 6 minutes and the time charged for an attendance between 6 and 12 minutes will be 12 minutes.

In addition, we may recover all out-of-pocket expenses reasonably and properly incurred and paid.