

CONFIRMATION OF WORK UNDERTAKEN



Ministry for the
Environment
Manatū Mō Te Taiao

**Environmental Legal Assistance
Fund**

Please complete this form, which must accompany any invoices from a lawyer and/or expert witness(es) submitted to the Ministry for payment. Please make additional copies as necessary.

The form must be completed by someone with authority to sign on behalf of the group, preferably the signatory or witness on the Deed of Funding.

I _____ (name)

acting in my capacity as _____ (position)

certify that the work specified on the attached invoices is in accordance with the deed of funding completed between the Ministry for the Environment and _____ (name of group)

Please state file number to which this invoice applies:

RA-PR-81- or AF-EL-.....

Attached are invoices from:

1. Name of witness or legal counsel _____ of

(firm/company) _____

dated _____ for \$ _____

2. Name of witness or legal counsel _____ of

(firm/company) _____

dated _____ for \$ _____

Signature _____

Date _____

Please tick if this is the final invoice you will be submitting:

Please ensure that invoices:

1. Are made out to Ministry for the Environment, not the applicant group
2. Have "Tax Invoice" written on them and are dated
3. Show the GST number (if GST registered) and the GST component
4. Are not for an amount that exceeds the maximum amount specified on the group's Deed of Funding
5. The Ministry will accept invoices which are emailed as PDF files.
6. Are not costs incurred before the application date shown in the Deed of Funding.

Note: The Ministry for the Environment will only make payment to those experts or legal counsel named in the Deed of Funding.