SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN FRANCISCO

ATTORNEY FEE WORKSHEET

Each column must be completed for each entry. The explanation column should include the names of persons contacted and/or a brief description of subject matter. Attorneys must also provide the actual times and department number related to any in-court appearances. All hours should be listed in tenths (.10) or quarters (.25 or .75) of an hour. Not every task, however small, equals a tenth of an hour. **Attorneys are epected to combine small tasks until, in combination, the tasks reach the nearest tenth. If reviewing documents, please list number of pages reviewed.**

DATE (mm/dd/yy)	IN-COURT TIME		TIME BILLED	DEPARTMENT and/or EXPLANATION of TASK
	FROM	TO		

Total billed this page: 0.00