

THE STATE OF NEW HAMPSHIRE
JUDICIAL BRANCH
<http://www.courts.state.nh.us>

Court Name: _____

Case Name: _____

Case Number: _____
(if known)

**GUARDIAN AD LITEM STATEMENT
(Divorce/Parenting)**

NAME AND ADDRESS OF PAYEE:

Name of GAL if different from Payee

TYPE OF BILLING: Final Interim Supplemental

Total _____ hours X \$ ____/hr = \$ _____

ADD EXPENSES \$ _____

INVOICE TOTAL \$ _____

TOTAL OF PREVIOUS BILLS IN THIS CASE \$ _____

I represent that the foregoing is a true and reasonable bill for services rendered and that I have been board certified at all times during my service in this case.

Date

Signature of Guardian *ad Litem*

I have examined the above statement and find the charge of \$ _____ to be reasonable.

Recommended:

Date

Signature of Marital Master

Printed Name of Marital Master

So Ordered:

I have read the recommendation(s) and agree that, to the extent the marital master/judicial referee/hearing officer has made factual findings, she/he has applied the correct legal standard to the facts determined by the marital master/judicial referee/hearing officer.

Date

Signature of Judge

Printed Name of Judge

NOTE: Guardians must attach a copy of the order appointing them as Guardian *ad Litem*.

Case Name: _____

Case Number: _____

GUARDIAN AD LITEM STATEMENT – (Divorce/Parenting)

INSTRUCTIONS

DEFINITIONS

CASE: For purposes of Guardian *ad Litem* compensation, a case is defined as all preparation and proceedings for assigned cases.

EXPENSES: Expenses which will be paid are mileage at the state rate per mile and telephone. Any additional expenses must be documented by receipts which accompany the statement. No overhead expenses (photocopies, postage, or secretarial services) will be paid.

FINAL BILL: A final bill is a bill submitted at case disposition.

INTERIM BILL: An interim bill is a bill submitted before a case is concluded.

SUPPLEMENTAL BILL: A supplemental bill is a bill for services after a final decree of divorce, parenting, legal separation, or civil union dissolution has been issued.

MAXIMUM COMPENSATION

Time spent shall be compensated at \$_____ per hour. Only with the prior approval of the court, and when all parties are notified, and upon an express, written finding of good cause and exceptional circumstances by the court will the maximum fee be exceeded.

Maximum fee for divorce/parenting cases must be established by the court when the Guardian *ad Litem* is appointed. The court set the maximum fee in this case at: \$_____.

The Guardian *ad Litem* shall not incur expenses in excess of the maximum fee without prior approval of the court and when all parties are notified.

The Guardian *ad Litem* must have been a board certified GAL at the time services were rendered to bill for those services.

All bills must be itemized as to the time spent on each case and there shall be no separate charge for overhead.

When the Guardian *ad Litem* expends time in court for more than one case on any particular day, the hours spent in court shall be allocated accordingly.

For services other than those of the Guardian *ad Litem*, the Guardian *ad Litem* shall seek prior approval of the Marital Master or Justice.

SUBMISSION OF STATEMENT

A final bill should be submitted within sixty (60) days from the date a case is disposed of or when the Guardian *ad Litem* has been discharged.