

Schedule C – Prescribed Fees (Taxation)

This Schedule reproduces the more commonly used key items of the tariffs prescribed by the Rules Board for Courts of Law under the Government Gazette as published from time to time and serves as a quick reference. These tariffs do not reflect what attorneys or advocates charge you, nor what we charge under Schedule B. They serve as a ceiling for the amounts a court-appointed taxing master may allow when assessing what a losing party must pay a successful party at party-party costs, and / or serves as a reference point for attorney-client taxation. They are fixed by the Rules Board, not by the Firm, and are amended from time to time.

Three main costs scales (parameters) exist. The scales are Party-party, Attorney-client, and Attorney-own-client. Party-party costs are the lowest scale and is often only inclusive of the items mentioned in the tariffs, and which are considered the bare minimum necessary steps followed in conducting proceedings. Attorney-Client includes all the party-party costs but is a bit wider and includes additional legal steps and costs incurred but might not strictly be the most pertinent items for conducting proceedings. Attorney-own-client is often only granted in the High Court, and is done so sparingly, as it is considered a punitive scale meant to punish a party to proceedings.

It is always prudent to make sure the court order specifies the exact costs scale applicable. If no scale is mentioned, the default scales would apply, which is scale C & D for Magistrates' and District courts, and Scale A (Counsel's fees) for High Court.

C.1. Magistrates' Courts

Applicable Scale	Claim Amount
Scale A	Repealed
Scale B	R 0 – R 50 000
Scale C	R 50 000 – R 200 000
Scale D	R 200 000 +

Where the amount of dispute is not apparent, apply Scale C for matters instituted in the Magistrates Court, and Scale D for matters instituted in the Regional Court.

	Description	Unit	Scale B	Scale C	Scale D	Special Note
Last updated on 25-11-2025						
TABLE A	Part I – General Provision					
Part I - 07	Where amount is allowed for an item, this amount will be inclusive of all attendances and services. Filing of documents at court	Per document	R 41.00	R 41.00	R 41.00	Excl. Sheriff's costs
Part I - 08	If amount is left blank: a) Drawing up of documents b) ...	Per page	R 97.00	R 97.00	R 97.00	

	c) Necessary services		R 41.00	R 41.00	R 41.00	
	d) Necessary filing at court	Per document	R 41.00	R 41.00	R 41.00	
Part I - 11	Unless otherwise specified:					
	a) Perusal of document or pleading	Per page	R 37.00	R 37.00	R 37.00	
	b) Necessary copies	Per A4 size	R 8.00	R 8.00	R 8.00	Incl. photocopies, scans
	c) ...					
	d) Uploading documents onto an online court portal (all-inclusive tariff)	Per page	R 2.00			
Part I - 13	Collection commission on each instalment		10%	10%	10%	Maximum per instalment: R615.00
Part I - 19	The Fees in Part IV shall increase in accordance with any costs order made in terms of rule 33(1)(b) and as allowed at taxation		15%	15%	15%	

TABLE A Part II – Undefended Actions

Part II – 01	Registered letter of demand (Sec 56)		R 59.00	R 59.00	R 89.00	
Part II – 02	Summons (simple or combined), incl. letter of demand (other than Sec 56) where claim(s) ≤ R 10 000.00	R 958.00				Add R 26.00 for each additional defendant
Part II – 02A	Summons (simple), incl. letter of demand (other than Sec 56)		R 1 289.00	R 1 670.00	R 2 167.00	Add R 26.00 for each additional defendant
Part II – 02B	Summons (combined), incl. letter of demand (other than Sec 56)		R 1 867.00	R 2 242.00	R 2 910.00	Add R 26.00 for each additional defendant
Part II – 03	Judgment	R 192.00*	R 514.00	R 839.00	R 1 089.00	* Claim(s) ≤ R 10 000.00 Add R 26.00 for each additional defendant
Part II – 04	Notice in terms of Rule 12(2)		R 96.00	R 96.00	R 124.00	
Part II – 05	Notice in terms of Rule 54(3)(a)		R 96.00	R 96.00	R 124.00	
Part II – 06	Affidavit or Certificate					Table A Part I – 8 & 11
Part II – 07	Attending court for judgment or to obtain provisional sentence:					
	a) Council not employed		R 242.00	R 302.00	R 391.00	
	b) Council employed		R 96.00	R 115.00	R 152.00	
Part II – 08	Registered letter of Demand in terms of Sec 57(1) or (3) or Sec 58(2), including copies		R 63.00	R 63.00	R 83.00	
Part II – 09	Sec 57: Admission of liability and undertaking to pay debt in instalments or otherwise		R 161.00	R 161.00	R 209.00	
Part II – 10	Sec 58: Consent to judgment or to judgment and an order to pay debt in instalments		R 161.00	R 161.00	R 209.00	

TABLE A PART III – Defended Actions & Interpleader Proceedings

Part III - 01	Taking instructions to sue, defend, counterclaim, or defend a counterclaim, perusal of documents, consideration of merits and all consultations to issue summons		R 1075.00	R 1347.00	R 1685.00	
Part III – 02	Summons		R 565.00	R 677.00	R 877.00	Add R 26.00 for each additional defendant
Part III - 02A	Particulars of Claim or Declaration		R 565.00	R 677.00	R 877.00	Add R 26.00 for each additional defendant
Part III – 03	Appearance		R 68.00	R 84.00	R 109.00	
Part III - 04	Notice under Rules 12(2) and 21B(2)		R 68.00	R 84.00	R 109.00	
Part III - 05	Plea		R 565.00	R 677.00	R 877.00	
Part III - 06	Claim in reconvention		R 565.00	R 677.00	R 877.00	
Part III - 07	Reply		R 565.00	R 677.00	R 877.00	Add R 26.00 for each additional defendant
Part III - 08	Drawing up of all documents not specifically mentioned					Table A Part I – 8 & 11
Part III - 09	Production of documents for inspection or inspecting documents	Per 15 min*	R 242.00	R 302.00	R 391.00	
Part III – 10A	Pagination and indexing of pleadings	Per 15 min*	R 161.00	R 198.00	R 255.00	Also for Table A Part IV
Part III – 11	Recording of statements by witnesses	Per 15 min*	R 242.00	R 302.00	R 391.00	
Part III – 12	Notice of trial or reinstatement		R 68.00	R 84.00	R 110.00	
Part III – 13	Preparing for trial (if counsel not employed)		R 1 833.00	R 2 200.00	R 2 857.00	
Part III – 14	Attendance at settlement negotiations	Per 15 min*	R 242.00	R 302.00	R 391.00	
Part III – 14A	Drawing up of heads of argument	Per 15 min*	R 242.00	R 302.00	R 391.00	Also for Table A Part IV
Part III – 15	Attending court during trial, on-the-spot inspection, postponement, or examination on commission:					
	a) If counsel is not employed	Per 15 min*	R 242.00	R 302.00	R 391.00	
	b) If counsel is employed	Per 15 min*	R 96.00	R 115.00	R 152.00	
Part III – 16	Attending pre-trial conference	Per 15 min*	R 242.00	R 302.00	R 391.00	
Part III – 17	Attending court to hear reserved judgment	Per 15 min*	R 49.00	R 59.00	R 78.00	
Part III – 18	Correspondence:					
	a) Letter	Per page	R 97.00	R 115.00	R 145.00	
	b) Letter received (perusal incl.)		R 38.00	R 49.00	R 61.00	
Part III – 19	Attendance, not otherwise provided for		R 38.00	R 49.00	R 61.00	
Part III – 20	Formal telephone call		R 38.00	R 49.00	R 61.00	
Part III – 21	Telephone consultation	Per 5 min*	R 68.00	R 84.00	R 110.00	Max Scale B & C: R 234.00 Max Scale D: R 302.00
Part III – 22	Consultation, not otherwise provided for	Per 15 min*	R 242.00	R 302.00	R 391.00	
Part III – 23	Refresher fee, in postponed or partly heard trial		R 1188.00	R 1423.00	R 1848.00	Addition to Table A Part III - 13
Part III – 24	Waiting time at court	Per 15 min*	R 162.00	R 198.00	R 255.00	
Part III – 25	Traveling time	Per 15 min*	R 162.00	R 198.00	R 255.00	
Part III - 26	Subsistence and traveling expenses					Rule 33(9)

TABLE A		PART IV – Other Matters			
Part IV – 01	Instruction to make: a) Application, to oppose or to show cause b) Application for liquidation of CC, perusal of all documents and consideration of merits, and all necessary consultations	R 407.00 R 994.00	R 484.00 R 1 192.00	R 630.00 R 1 550.00	
Part IV -02	Drawing up of all documents				Table A part I – 8 & 11
Part IV -03	Attending court hearing: a) If counsel not employed b) If counsel is employed (opposed)	Per 15 min* Per 15 min*	R 242.00 R 96.00	R 302.00 R 118.00	R 391.00 R 152.00
Part IV -04	Preparation for: a) Argument, when opposed b) Trial where proceedings are referred to trial or oral evidence		R 994.00 R 994.00	R 1 192.00 R 1 192.00	R 1 550.00 R 1 550.00
Part IV – 04A	Drawing up of heads of arguments for opposed applications	Per 15 min*	R 207.00	R 260.00	R 335.00
Part IV -05	Consultations and settlement negotiations (opposed)	Per 15 min*	R 242.00	R 302.00	R 391.00
Part IV -06	Taxation: Drawing up bill of costs		11.00%	11.00%	11.00% Calculated on fees only
Part IV -07	Taxation: Attending taxation i) First of R 10 000.00 or portion thereof ii) Second R 10 000.00 or portion thereof iii)		11% 6% 3%	11% 6% 3%	11% 6% 3% Calculated on total amount of bill
Part IV -08	Taxation: Attending on review of taxation	Per 15 min*	R 242.00	R 242.00	R 242.00
Part IV -09	Taxation: Notice of review of taxation or service				Table A part I – 8 & 11
Part IV -10	Taxation: Affidavit				Table A part I – 8 & 11
Part IV -11	Execution: Drawing up a) Warrant of execution, ejectment, and delivery up of possession b) Each reissue		R 162.00 R 68.00	R 162.00 R 68.00	R 162.00 R 68.00
Part IV -12	Execution: all work done relating to releasing immovable property attached		R 203.00	R 203.00	R 203.00
Part IV – 13	Execution: all work done relating to sale in execution of immovable property only		R 515.00	R 515.00	R 515.00 Excl. conditions of sale and fees provided for
Part IV – 14	Execution: Drawing up a) Notice of sale: Rule 41(8), Rule 43(7)(b)(i), or conditions of sale in terms of Rule 43(8)(a)(i) b) All work done and papers and documents supplied to the sheriff regarding the sale of movable property		R 351.00	R 351.00	R 351.00 Table A part I – 8 & 11
Part IV – 15	Execution: Security for restitution		R 135.00	R 135.00	R 135.00
Part IV – 16	Counsel is employed: Instructions for exception or application		R 242.00	R 242.00	R 314.00
Part IV – 17	Counsel is employed: Instructions on trial		R 309.00	R 309.00	R 388.00
Part IV – 18	Counsel is employed: Drawing of brief on exception or application				Table A part I – 8 & 11
Part IV – 19	Counsel is employed: Drawing of brief on trial				Table A part I – 8 & 11
Part IV – 20	Counsel is employed: Attending consultation with counsel	Per 15 min*	R 100.00	R 100.00	R 127.00
Part IV – 21	Fees to Counsel: Application a) Appearance in court for unopposed applications b) Appearance in court for opposed applications, includes preparation, consultation & appearance on same day c) Drawing up heads of argument for an opposed application d) For preparation prior to the day of argument, where opposed	Per 15 min* Per 15 min* Per 15 min* Per 15 min*	R 207.00 R 6 617.00 R 207.00 R 922.00	R 260.00 R 8 305.00 R 260.00 R 1 111.00	R 335.00 R 10 736.00 R 335.00 R 1 444.00 Minimum: 1 hour
Part IV – 22	Fees to Counsel: Trial a) Appearances in court, including part heard and postponed trial matters (includes preparation, consultation and appearances on same day) b) Drawing up heads of argument for defended actions c) Preparations prior to day of trial	Per 15 min*	R 6617.00 R 207.00 R 1 708.00	R 8305.00 R 260.00 R 2 050.00	R 10 736.00 R 335.00 R 2 663.00
Note	a) If trial is postponed i) Not more than 2 days prior to day of set down ii) Between 3 and 7 days prior to day of set down iii) More than 7 days prior to day of set down		R 6 617.00 R 4 411.33 None	R 8 305.00 R 5 536.67 None	R 10 736.00 R 7 157.33 None
Part IV – 23	Fees to Counsel: Traveling allowance if court is held more than 30 km from the nearest division, other than a Circuit Court, of the High Court a) / b) / c) Fees to Counsel: Traveling time	Per km	R 8.00	R 8.00	R 8.00 Only by special order of the court Rule 33(9)
Part IV – 24	Fees to counsel: Consultation	Per 15 min*	R 242.00	R 242.00	R 242.00
Part IV – 25					
Part IV – 26	Fees to counsel: Drawing up pleadings		R 542.00	R 542.00	R 542.00
Part IV – 27	Miscellaneous: Obtaining certified copy of judgment		R 121.00	R 121.000	R 121.00
Part IV – 28	Miscellaneous: Obtaining payment in terms of Rule 18(4)		R 84.00	R 84.00	R 84.00
Part IV – 29	Miscellaneous: Request for security in terms of Rule 62(1)				Table A Part I – 8 & 11
Part IV – 30	Miscellaneous: Furnishing security in terms of Rule 62(1)				Table A Part I – 8 & 11

TABLE B	Part I – General Provisions Ito S 65	Unit	Fee	Special Note
Part I – 03	Additional costs allowed: a) Necessary disbursements incurred during course of proceedings b) Collection commission on each instalment c) Disbursements incurred under Sec 72 d) Tracing disbursement (Minimum capital amount of debt: R 9 000.00)		10%	Maximum per instalment: R615.00 Maximum per trace: R 514.00
Part I - 05	Table A Part IV 1 – 5 is applicable to this section			
Part I - abc	Notice in terms of Sec 65a(1): a) Claim: R 0.00 – R 10 000.00		R 1 000.00	

	b)	Claim: R 10 000.01 – R 50 000.00		R 1 187.00
	c)	Claim: R 50 000.01 +		R 1 595.00
Part I – d		Warrant of arrest (Form 40A)		R 134.00
Part I – e	i)	Emoluments attachment order (Form 38)		R 268.00
	ii)	Reissue (Certificates included)		R 215.00
Part I – f		Application for costs on notice (Incl. appearance)		R 134.00
Part I – g		Obtaining certified copy of judgment		R 134.00
Part I – h		Affidavit or certificate by judgment debtor or the judgment creditor's attorney		R 95.00
Part I – i		Registered letter in terms of Sec 65A(2), Sec 65E(6) or Sec 65J(2) by the creditor or the creditor's attorney		R 61.00
Part I – j		Rule 45(7) affidavit or affirmation by debtor		R 160.00
Part I – k		Request for an order under Sec 65		R 95.00
Part I – l		Attending postponed proceedings in terms of Sec 65E(3) or proceedings pursuant to the arrest of a judgment debtor, director or officer or pursuant to a Sec 65A(8)(b) notice		R 134.00
Part I – m		Subpoena:		
	i)	Drawing up	Per page	R 97.00
	ii)	Attendance		R 28.00
Part I – n	i)	Letter or telegram written or received, including a copy to retain	Per page	R 97.00
	ii)	Attendance, not otherwise provided for		R 38.00
	iii)	Formal telephone call	Per call	R 38.00

TABLE B PART II – General Provisions Ito S 72

Part II – 02	Additional costs allowed:			
	a)	Disbursements incurred during the course of proceedings		
	b)	Collection commission on each instalment	10.00%	Maximum per instalment: R 615.00
	c)	/		
	d)	Tracing disbursement (Minimum capital amount of debt: R 637.00)	10.00%	Maximum per trace: R 514.00
Part II – ab	Application for Garnishee order:			
	a)	Claim: R 0.00 – R 200.00		R 203.00
	b)	Claim: R 200.01 +		R 433.00
Part II – c	Obtaining certified copy of judgment			R 121.00
Part II – d	Application for an order of execution against the garnishee			R 121.00
Part II – e	Garnishee order (Form 39)			R 160.00

TABLE B PART III – General Provisions Ito S 74

Part III - ab	Additional costs allowed:			
	a)	Disbursements incurred during course of proceedings		
	b)	Collection commission on each instalment	10.00%	Included in 12.5% ito Sec 74L(2)
Part III – 01	Instructions to apply for administration order, incl. perusal of summonses, demands etc. and ascertaining amount of assets and liabilities (incl. attendances and correspondences):			
	a)	Creditors: 1 to 10		R 242.00
	b)	Creditors: 11 to 20		R 339.00
	c)	Creditors: 21 +		R 540.00
Part III – 02	Sec 74Q(1) Instruction for application, to oppose or granting administration order			R 192.00
Part III – 03	Drawing up application for administration order or review thereof and affidavit, incl. annexures and attendances			R 337.00
Part III – 04	Copies for creditors: application, affidavit and annexures	Per page		R 8.00
Part III – 05	Perusal of application and other documents served	Per page		R 37.00
Part III – 06	Attending court:			
	a)	Postponement or setting aside, not occasioned by attorney or his or her client		R 91.00
	b)	Any other hearing		
	i)	Creditors: 1 to 10		R 192.00
	ii)	Creditors: 11 +		R 362.00
Part III – 07	Furnish information: referred to in Sec 74 m(a), to a creditor			R 26.00
Part III – 08	Furnish copy: referred to in Sec 74, 74A(1), 74G(1), 74J or 65I(2)	Per page		R 8.00
Part III – 09	Correspondences and attendances			R 40.00

Legend

Page	250 written/printed words or figures or part thereof
Figure	4 figures is 1 word
Time	Minutes or part thereof

C.2. High Court – Rule 69 & 70 Tariffs

Where a court directs costs on a particular scale for a legal practitioner with right of appearance (attorney or counsel), the maximum hourly rate allowed on taxation is:

Rule 69 - Scale:	Per Quarter-Hour:	Per Hour:
Scale A	R 375.00	R 1 500.00
Scale B	R 750.00	R 3 000.00
Scale C	R 1 125.00	R 4 500.00

The court determines which scale applies to a matter, having regard to factors such as complexity, importance, and the conduct of the parties.

Amounts are the General/Attorney rate per unit. A reduced candidate-attorney rate applies to work of that nature.

Rule 70	Description	Unit	General	Attorney	Candidate
<i>Last updated 28.11.2025</i>					
A	Consultations, Appearances, Conferences, And Inspections				
A-01	Consultation with a client and witnesses to institute or defend an action, for advice on evidence or commission, for obtaining an opinion or advocate's guidance in preparing pleadings, incl. exceptions, and to draft a petition or affidavit	Per 15 min*		R 440.00	R 137.00
A-02	Consultation to note, prosecute or defend and appeal	Per 15 min*		R 440.00	R 137.00
A-03	Court attendance at proceedings in terms of Rule 37	Per 15 min*		R 440.00	
A-04	Attendance to assist at a contested proceeding	Per 15 min*		R 440.00	R 137.00
A-05	Conference with an advocate on pleadings, incl. exceptions and particulars to pleadings, applications, affidavits and testimony, and any other matter which the taxing officer may deem necessary	Per 15 min*		R 440.00	R 137.00
A-06	Any other conference which the taxing master may deem necessary	Per 15 min*		R 440.00	R 137.00
A-07	Any inspection <i>in loco, in situ</i> , or otherwise	Per 15 min*		R 440.00	R 137.00
A-08	Attending to give or take disclosure	Per 15 min*		R 440.00	R 137.00
A-09	Inclusive fee for necessary consultations and discussions with a client, witness, other party or advocate not already provided for	Per 15 min*		R 440.00	R 137.00
A-10	Appearance or performance by an attorney of any other functions of an advocate, in terms of Act No. 28 of 2014			Rule 69	
A-11	Time spent travelling and waiting in respect of A-1 to A-9, plus a reasonable amount for necessary conveyance	Per 15 min*		R 440.00	R 137.00
B	Drafting & Drawing <i>(Inclusive Tariff Of The Original Only: Drawing-Up, Checking, Typing, Printing, Scanning, Delivery, Postage, Filing)</i>				
B-01	Formal statement in a matrimonial matter, verifying affidavits, affidavits of service or other formal affidavits, index to brief, statements of witnesses, powers of attorney to sue defend, formal documents and summonses, prescribed forms in the First Schedule of these Rules	Per page	R 177.00		
B-02a	Instructions for an opinion, for an advocate's guidance in preparing pleadings, including further particulars and requests for same as well as exceptions	Per page	R 440.00		
B-02b	Instruction to advocate in respect of all classes of pleadings	Per page	R 440.00		
B-02c	An exception or affidavit, any notice, particulars of claim or annexure to the summons, opinion of the attorney or any other important document	Per page	R 440.00		
B-03	Excluding: a formal notice Letters, including letters electronically transmitted	Per page	R 177.00		
C	Attendances And Perusal				
C-01	Attending the receipt, entry, perusing, considering, and filing of:				
C-01a	Summons, affidavit, pleading, advocate's advice and drafts, report, import letter, notice or document	Per page	R 89.00		
C-01b	Any formal letter, record stock sheet in voluntary surrenders, judgments or any material document not elsewhere specified	Per page	R 89.00		
C-01c	Any plan or exhibit or other material document necessary for the conduct of the action	Per page	R 89.00		
C-02	Sorting, arranging and paginating papers for pleadings, advice on evidence or brief on trial or appeal	Per 15 min*		R 440.00	R 137.00
D	Miscellaneous				
D-01	Making necessary copies, including photocopies, not already provided for in this tariff	Per A4 page	R 8.00		
D-02	Attending to arrange translation and thereafter to procure same	Per 15 min*		R 440.00	R 137.00
D-03	Necessary telephone calls, excluding actual costs	Per 5 min*		R 148.00	R 45.00
D-04	...				
D-05	Testimony: Fair and reasonable charges and expenses which, in the opinion of the taxing officer, were duly incurred in the procurement of evidence and the attendance of witnesses whose witness fees have been allowed on taxation. Provided that the preparation fees of a witness shall not be allowed without an order of court or the consent of all interested parties.				
D-06	Fees in sections A, B, C and D to increase in accordance with any cost order made in terms of Rule 67A(4)(a) and as allowed at taxation		15%		
D-07	Uploading documents onto an online court portal (all-inclusive tariff)	Per Page	R 2.00		
E	Bill Of Costs				

E-01	Drawing up, making necessary copies, and attending to settlement (Calculated on Attorney's fees portion only)	Minimum Fee: R 350.00	11%
E-02	Arranging and Attending taxation:	Minimum Fee: R 350.00	11%
	i) First R10 000.00 or portion thereof		6%
	ii) Second R10 000.00 or portion thereof		3%
	iii) Balance of the Bill		
F Execution			
F-01	Drafting, issue and execution of a warrant of execution and attendances in connection therewith, excluding sheriff fees (if not taxed)	R 874.00	
F-02	Re-issue	R 219.00	
* TIME UNIT: Minutes or part thereof			