

WITNESS FEE REIMBURSEMENT

Witnesses are entitled to reimbursement as prescribed by the **Costs and Fees Act** RSNS 1989 c.104 and the regulations made pursuant thereto.

- 1) For attendance at court, per day \$ 5.00
- 2) **TRAVEL, (one way)** \$ 0.20/mile OR
..... \$ 0.125/km.
- 3) **MEALS:** Receipts must be submitted.

Payment for meals will be the lesser of the amount of the receipt and the government meal allowance:

Breakfast.....\$ 6.50 Lunch.....\$ 7.00 Dinner.....\$ 13.50

- 4) **ACCOMMODATIONS:**

Overnight accommodations must be pre-approved by the Crown Attorney's office. Normally, the hotel will bill the Public Prosecution Service directly. Where the witness pays the bill and submits a claim for reimbursement, a receipt must be provided. Reimbursement for the room will be at the government rate.

Where meals are charged to the room, the Service will pay for meals at the rate set out above. Other charges for such things as phone calls, alcoholic drinks and in-room movies will not be paid by the Service. Such expenses, if incurred, are the witness's responsibility.

- 5) **TRAVEL BY MEANS OTHER THAN CAR .**

Travel by means other than car must be pre-approved by the Crown Attorney's office. Normally, the travel cost will be billed directly to the Public Prosecution Service. Where the witness pays the travel cost, a receipt must be submitted. Reimbursement for air travel will be at the lowest economy class rate.

- 6) **NO REIMBURSEMENT WILL BE MADE FOR EXPENSES OTHER THAN THOSE LISTED ABOVE UNLESS PRE-AUTHORIZED BY A CROWN ATTORNEY ON FORM W-2.**