

# BILLING

## **Billing: Personal Time**

Someone who bills for his or her time may not charge a client for time used for personal purposes.

**EXAMPLE** A lawyer must receive the client's OK before billing that client for time he used eating a meal in order to work more hours for the client.

## **Double Billing**

If you normally bill for your travel time, it is unethical to bill another client for work you did for the second client during the travel.