

FIXED COSTS

Employment Claims

Steps to be Taken

We can provide employment law services for claims such as unfair dismissal and wrongful dismissal) under a fixed costs regime and an estimate is provided below (this is subject to change and the type of claim and compensation that is sought can and will affect our charges):

- First Meeting - 30 minutes (free)
- Written advice - £200 (plus VAT)
- Preparation of basic ET1 and Particulars of Claim - £400 plus VAT
- Preparation of detailed ET1 and Particulars of Claim - £750 plus VAT
- Preparation of List of Documents (subject to the number of documents) - £350 plus VAT
- Preparation of schedule of loss - £350 plus VAT
- Preparation of a witness statement - £950 plus VAT
- Preparation of more several (up to 4) witness statements - £1,350 plus VAT
- Preparation of instructions to a barrister for the case - £450 plus VAT
- Preparation for Tribunal (small bundle of documents not exceeding 100) - £750 plus VAT
- Preparation for Tribunal - £1,000 plus VAT
- Representation at Employment Tribunal (per day) - £750 plus VAT or £1,500 plus VAT per day by Counsel (barrister)

Factors affecting Fees

Our charges for bringing and defending claims will depend on many factors and these can include:

- ❖ The number of parties involved in the dispute and if they are legally represented
- ❖ If applications to amend a claim or provide further information has to be made (or opposed)
- ❖ Making applications for Witness Orders
- ❖ Making or defending a costs application
- ❖ Dealing with complex preliminary issues
- ❖ The number of witnesses and volume of documents
- ❖ Preparing a complex schedule of loss or a complex counter-schedule of loss
- ❖ If the claims include Insolvency, TUPE or Whistleblowing claim linked to an Unfair Dismissal claim (only).

Our hourly rates are between £200 and £250 plus VAT and all work will be carried out by Solicitors with over 10 years of litigation experience.

Exclusion

Our fees do not include the following:

- ❖ Making or defending applications to amend your claim or to provide further information to the Tribunal
- ❖ Any detailed tax advice, for example relating to a settlement payment
- ❖ Any pension advice
- ❖ Advising on any insurance cover you may have in place
- ❖ Mediation outside of negotiations through ACAS
- ❖ Any appeals

Duration

Most claims can take between 9 to 18 months to conclude although this can change considerably if the tribunal has a backlog. This is just an estimate and we will be able to give you a more accurate timescale once we have more information and as the matter progresses.

Please note:

- the above estimates are based on unfair and wrongful dismissal claims and exclude all other and separate heads of claim, including discrimination, whistleblowing, health and safety, Transfer of Undertakings (Protection of Employment) Regulations 2006 and union activity claims.
- VAT is charged if, and where, applicable.