

## EMPLOYMENT LAW LEGAL SERVICES AND COSTS

The work we do for individuals is unique and highly effective. As every client's needs are different, it is difficult to provide an exact indicator for our costs. Our engagement letter/client care letter should confirm your fee structure and associated terms and conditions,

We can provide you with a realistic indication of what to expect on our table below.

### Free Initial Telephone Discussion & Quote

Phone us on 020 8004 5806 to discuss the details of your case, the options available to you and how our legal team can assist. We can also discuss fees based on your individual circumstances and give you a fee quotation.

### One off Legal Consultation

We provide tailor made service to each individual need. We provide initial consultation either via face to face or online, for a nominal cost of £50.00 including VAT. At that meeting, we usually assess the merits of your case, and provide verbally guide you on the likely steps and take client instructions.

TYPE OF SERVICE	COSTS  All costs/fees are excluding VAT and disbursements
<p><b>Settlement agreement (agreed)</b></p> <p>This service is on the assumption that all terms in the settlement agreement are agreed and do not need further work. We advise on the suitability of the settlement offered whilst ensuring you understand what each clause of the settlement agreement means.</p>	<p>£250.00 - £500.00</p> <p>An employer should contribute towards this work.</p>
<p><b>Settlement agreement (negotiated)</b></p>	<p>£750.00- £1,500.00</p>

<p>Sometimes, an employer may offer a settlement which is too low for acceptance. We can come up with a strategy and negotiate improved terms on your behalf.</p>	
<p><b>Employment Tribunal claim</b></p> <p><input type="checkbox"/> Simple case</p> <p>In a simple or straightforward wrongful dismissal or undefended unfair dismissal case we would assess the hours spent to be anywhere between 10 hours to 20 hours.</p> <p><input type="checkbox"/> Medium to High complex case</p> <p>In a more complex wrongful dismissal or straightforward but defended unfair dismissal case the time would be anywhere between 25 hours to 50 hours.</p>	<p>£2000- £5000</p> <p>£5000- £10000</p>

### Important to Remember

Sometimes there are factors which will make your case more complex and more time will have to be spent on your case. This will increase the costs of your case. Some common factors may include but are not limited to:

- If it is necessary to make or defend applications to amend claims or to provide further information about an existing claim
- Defending claims that are brought by litigants in person
- Making or defending a costs application
- Complex preliminary issues such as whether the claimant is disabled (if this is not agreed by the parties)
- The number of witnesses and documents
- If it is an automatic unfair dismissal claim e.g., if you are dismissed after blowing the whistle on your employer
- Allegations of discrimination which are linked to the dismissal

The more complex the case, the greater the number of witnesses who may be involved and, therefore, the longer the hearing will generally be. There will be an additional charge for attending a Tribunal Hearing of between £1250 to £2500 depending on whether your claim is listed for half a day or a full day (excluding VAT). As a general rule a simple wrongful dismissal claim would usually be listed for half a day and a straightforward unfair dismissal claim would be listed for one day.

Our fees do not include disbursements which are usually as follows:

- **Counsel/ Barrister's fees:** This will largely depend upon the seniority of the barrister. A very junior barrister may charge £300 per day plus VAT; however, a very senior

barrister may have a daily charge out rate of £6,000 plus Vat for attending a Tribunal Hearing (including preparation and a refresher)

- Court and Hearing Fees
- Expert report fees

### **Representation during an employment tribunal includes:**

- Taking your initial instructions, reviewing the papers and advising you on merits and likely compensation (this is likely to be revisited throughout the matter and subject to change)
- Identifying limitation dates
- Entering into pre-claim ACAS conciliation where this is mandatory to explore whether a settlement can be reached
- Drafting your claim form or response
- Reviewing the defence
- Attending a preliminary hearing
- Agreeing to list of legal issues
- Drafting the schedule of loss
- Exchanging documents
- Agreeing a trial bundle
- Taking witness statements, drafting statements and agreeing their content with witnesses
- Preparing chronology and cast list
- Instructing a Barrister
- Conference with the Barrister
- Prepare and attend final hearing with the Barrister
- Settlement negotiations

### **How do we calculate our basic charges?**

These are calculated for each hour engaged on your matter. Routine letters and telephone calls will be charged as units of one tenth of an hour. Other letters and telephone calls will be charged on a time basis.

The hourly rates, excluding VAT, are: Solicitors and legal executives with over 8 years' experience after qualification ("PQE"): £217.00 per hour. Solicitors with at least 4 years PQE: £192.00 per hour. Other solicitors or legal executives and fee earners of equivalent experience: £161.00 per hour. Trainee solicitors, paralegals and other fee earners: £118.00 per hour and support Staff: £50.00 per hour.

Unless we have agreed a fixed fee with you in writing, we will charge on a time basis, this is based on hourly fees of between £50 and £217 plus VAT depending on the seniority and experience of the solicitor/fee earner involved and the complexity, urgency, and importance of the work, in which case the estimate will be based on a specified number of hours of work and, where appropriate. Our charges include advising you, attending to you, dealing with documents, correspondence etc.

## **Contact**

If you would like to discuss your matter with one of our employment solicitors, then call 020 8004 5806 and one of our lawyers will be happy to discuss the circumstances of your particular matter.

Alternatively, you can email enquiries at [info@aryansolicitors.com](mailto:info@aryansolicitors.com) and someone will be in contact with you within 24 hours.