

FIDLAW LIMITED PROFESSIONAL FEES

All estimates are exclusive of VAT @20%

DEBT RECOVERY (UP TO £100,000)

These fees apply where your claim is in relation to an unpaid invoice which is not disputed and enforcement action is not needed.

Our fees are based on time spent in dealing with the matter, but we can agree to charge the work on a fixed fee, or a contingency fee as follows:

1. A single fixed fee for all work up to but not including the issue of proceedings or
2. A contingency fee which is payable only if the claim is resolved successfully and payment is received in whole or in part. The fee will cover all work up to, but not including the issue of proceedings.

DEBT VALUE	FIXED FEE	OUR FEE
Up to £5,000	£250 + Vat	15% of the first £1,000. 10% over of anything over that amount. All fees exclude VAT
£5,001 - £10,000	£500 + Vat	As above
£10,001 - £25,000	£750 + Vat	As above
£25,001 - £50,000	£1,000 + VAT	As above
£50,001 and over	To be agreed	To be agreed

If the other party disputes your claim at any point, we will discuss any further work required and provide you with revised advice about costs if necessary, including the costs of issuing proceedings, the risk of adverse costs and the availability of after the event insurance.

Anyone wishing to proceed with a claim should note that:

- The VAT element of our fee cannot be reclaimed from your debtor.
 - Interest and compensation may take the debt into a higher banding, with a higher cost.
 - The costs quoted above are not for matters where enforcement action, such as the bailiff, is needed to collect your debt.
- Our fee includes:
- Taking your instructions and reviewing documentation
 - Undertaking appropriate searches
 - Sending a letter before action
 - Receiving payment and sending onto you, or if the debt is not paid, drafting and issuing claim
 - Where no Acknowledgment of Service or Defense is received, applying to the court to enter Judgement in default
 - When Judgement in default is received, write to the other side to request payment
 - If payment is not received within X days, providing you with advice on next steps and likely costs

Matters usually take one to four weeks from receipt of instructions from you to receipt of payment from the other side, depending on whether or not it is necessary to issue a claim.

This is on the basis that the other side pays promptly on receipt of Judgement in default. If enforcement action is needed, the matter will take longer to resolve.

Francesco Meduri is the managing partner of the firm with over 20 years' experience and Elena Hadjkyriakou is a solicitor with years of experience in litigation and debt recovery. Francesco and Elena are the main contacts for debts recovery matters, and they supervise a team of trainees Solicitors. For more information see our [Team](#)

EMPLOYMENT TRIBUNALS UNFAIR/WRONGFUL DISMISSAL

Estimate of average cost

Our pricing for bringing and defending claims for unfair or wrongful dismissal.

Simple case i.e. Wrongful Dismissal	£4,800 to £7,500 (ex VAT)
Medium Complexity case	£8,600 to £25,000 (ex VAT)
High complexity case	£19,800 to £50,000 (ex VAT)

Factors that could make a case more complex/protracted:

- if it is necessary to make or contest applications to amend/limit claims or to seek or provide further information about an existing claim;
- defending claims that are brought by litigants in person;
- making or defending a costs application including related to conduct of the other party, merits of claims or failure to meet Tribunal Orders;
- complex preliminary issues such as whether there are jurisdictional or technical issues, or whether a claim should be allowed to proceed to a full hearing, expert third party advice, or specific disclosure (if this is not agreed by the parties);
- the number of witnesses and volume of documentation;

- if it is an automatic unfair dismissal claim, e.g. if the employee is dismissed after blowing the whistle on their employer;
- allegations of discrimination which are linked to the dismissal.

Our hourly rate is from £275 plus VAT for a trainee employment solicitor and from £300 plus VAT for a senior employment solicitor. Our rates may be increased each year. If we are instructed to attend a Tribunal Hearing, then there will be additional charges for our attendance at the Tribunal that would be calculated with reference to our hourly rate.

Barrister's fees vary considerably. For a simple unfair dismissal claim, you should expect to pay at least £550 (plus VAT) per day (depending on the level of experience of the barrister) for providing representation at a Tribunal Hearing.

As a general rule, the more complex the case the more senior the barrister and the higher the fees. For hearings of more than one day, a barrister will charge a brief fee and an additional 'refresher' fee for each day that they have to attend the hearing. They usually charge travel costs.

A clear estimate of costs and timescale for a highly complex unfair dismissal case can be calculated and discussed with you following a review of your individual circumstances and depends on the amount of evidence that is required to be dealt with and the complexity of the

issues.

Disbursements

Disbursements are costs related to your matter that are payable to third parties, such as court fees, barrister's or expert's fees and courier charges. We handle the payment of disbursements on your behalf to ensure a smoother process but will need to be placed in funds in advance.

Key stages

The fees set out above cover all of the work in relation to the key stages of a claim:

- 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);
- entering into pre-claim conciliation where this is desired or mandatory, to explore whether a settlement or other resolution can be reached;
- preparing claim or response;
- reviewing and advising on claim or response from other party;
- preparing for and considering any applications;
- exploring settlement and negotiating settlement throughout the process;
- preparing for and considering a schedule of loss;
- preparing for (and attending) a Preliminary Hearing (by telephone or in person);
- attending to and sorting documents that need to be disclosed, exchanging documents with the other party and agreeing a bundle of documents;
- taking witness statements, drafting statements and agreeing their content with witnesses;
- preparing agreed joint bundle of documents (if applicable);
- reviewing and advising on the other party's witness statements;
- agreeing a list of issues, a chronology and/or cast list;
- preparation and attendance at a conference with you, your barrister, and any witnesses;
- preparation and attendance at Final Hearing, including instructions to your barrister.

The stages set out above are an indication and if some of the stages above are not required, the fee will be reduced. You may wish to handle the claim yourself and only have our advice in relation to some of the stages. This can also be arranged, based on your individual needs.

How long will my matter take?

The time that it takes from taking your initial instructions to the final resolution of your matter depends largely on the stage at which your case is resolved. If a settlement or other resolution is reached during pre-claim conciliation, the matter may be concluded within a few days or weeks. If your claim proceeds to a Final Hearing, depending on the complexity of the case, conduct of the parties and assistance from the Tribunal and its ability to schedule hearings, your case is likely to take anything from twelve weeks (for straightforward claims) to twelve months (for high complexity cases). This is just an estimate and we will of course be able to give you a more accurate timescale once we have more information and as the matter progresses.

Who will work on the matter?

Jayne Griffith is the head of our employment team. She has years of experience in dealing with employment disputes acting for employers including TUPE. She has been working in this area for more than 20 years, leading some of our most high-profile cases to a successful conclusion.

She has experience in all aspects of employment law and she dedicates herself to ensuring our knowledge stays up to date, in order to give you the best service possible. We always make sure that junior solicitors and members of staff are supported and supervised appropriately so that the quality of advice is not affected, regardless of who is working on your case. Please see the link to [Jayne's profile here](#).

CONVEYANCING

Average fees, based on the sale or purchase of a freehold or leasehold property for a price of £1 million, with an exchange timescale of 4-6 weeks and completion 2 weeks thereafter are as follows:

PURCHASE COSTS (including legal fees and disbursements)	FREEHOLD	LEASEHOLD
Legal fees for properties < £500,000	£1585-1985 + VAT	£2000 - 2450+ VAT
Legal fees for properties between £500,000 – 1 Million	£2000-2575+VAT	£2500-3450
Legal fees for properties between 1-1.5 Million	£2575-2975	£3450-4100
Legal fees for properties between 1.5-2 Million	£3000-3850	£4150-4850
Legal fees for properties between 2-4 Million	0.17%- 0.25% Subjet to negotiation	0.17%- 0.25% Subjet to negotiation
Legal fees for properties over 4 Million	0.17%- 0.25% Subjet to negotiation	0.17%- 0.25% Subjet to negotiation
Fees for acting for your mortgage lender	£100 + VAT	£100 + VAT
Our fees for when your mortgage lender instructs its own solicitors	£250 + VAT	£250 + VAT
If the property has a share of freehold or management company to be transferred as part of the transaction	n/a	£100
Landlord's licence to assign / deed of covenant*	n/a	£750 + VAT
If a defect in title is identified which requires title indemnity insurance	£250 + VAT	£250 + VAT
Electronic transfer fee* (deposit and completion monies)	£38 + VAT	£38 + VAT
Land registry fee*	£270	£270
Electronic identity search*	£15 per purchaser + VAT	£15 per purchaser + VAT
Land registry pre-completion search*	£3	£3
Bankruptcy Search	£2 per borrower	£2 per borrower

Search pack* (Local / drainage / risk view / chancel)	£400-550 + VAT	£400-550 + VAT
Notice fees*	n/a	£100 + VAT
VAT	£637	£907
Total	£4113	£5833

NOTE: VAT is chargeable at 20% and, where it is required to be paid, has been noted in the figures above. Not all parts of the search pack attract VAT.

Stamp Duty Land Tax is payable on a purchase. The amount will depend on the value of the property and your circumstances. You can obtain an indication of the likely amount on the [government's website](#).

The sums marked with an asterisk are fees payable to third parties. These fees vary from property to property. There is no accepted amount and on occasion they can be significantly more than estimated above. We will be able to provide accurate figures once we have contacted the parties involved in your transaction.

SALE COSTS (including legal fees and disbursements)	FREEHOLD	LEASEHOLD
Legal fees for properties < £500.000	£1585-1985 + VAT	£2000 - 2450+ VAT
Legal fees for properties between £500.000 – 1 Million	£2000-2575+VAT	£2500-3450
Legal fees for properties between 1-1.5 Million	£2575-2975	£3450-4100
Legal fees for properties between 1.5-2 Million	£3000-3850	£4150-4850
Legal fees for properties between 2-4 Million	0.17%- 0.25% Subjet to negotiation	0.17%- 0.25% Subjet to negotiation
Legal fees for properties over 4 Million	0.17%- 0.25% Subjet to negotiation	0.17%- 0.25% Subjet to negotiation
Electronic transfer fee* (proceeds to you and to bank)	£38 + VAT	£38 + VAT
Land Registry title fee*	£6	£15
Managing agent's information pack*	n/a	£450 + VAT
Landlord's licence to assign / deed of covenant*	n/a	£750 + VAT
VAT	£407	£747

NOTE: The sums marked with an asterisk are fees payable to third parties. These fees vary from property to property. There is no accepted amount and on occasion they can be significantly more than estimated above. We will be able to provide accurate figures once we have contacted the parties involved in your transaction.

REMORTGAGE COSTS (including legal fees and disbursements)	FREEHOLD	LEASEHOLD
Legal Fees (Average)	£1300 + VAT	£1500 + VAT
Telegraphic transfer fee	£38 + VAT	£38 + VAT

Land Registry fee	£270	£270
Bankruptcy search	£2 per borrower	£2 per borrower
Land registry pre-completion search	£3	£3
Search pack (Local / drainage / environmental / chancel)	£500 + VAT	£500 + VAT
Notice fees*	n/a	£50 + VAT
Landlord's consent *	n/a	£750+ VAT
VAT at 20%	£407	£567

NOTE: The sums marked with an asterisk are fees payable to third parties. These fees vary from property to property. There is no accepted amount and on occasion they can be significantly more than estimated above. We will be able to provide accurate figures once we have contacted the parties involved in your transaction.

Assumptions

- This is a standard transaction, and no unforeseen matters arise including for example (but not limited to) a defect in title which requires remedying prior to completion or the preparation of additional documents ancillary to the main transaction.
- If the property is leasehold, this is the assignment of an existing lease and is not the grant of a new lease.
- The transaction is concluded in a timely manner and no unforeseen complication arise.
- All parties to the transaction are co-operative and there is no unreasonable delay from third parties providing documents.
- No indemnity policies are required. Additional disbursements will apply if indemnity policies are required.

Matters likely to affect the cost

- Value of the property
- Urgency of instruction
- Requirement for a lock out or exclusivity agreement
- Off plan, newly built
- Listed buildings requiring planning review and advice
- Refurbished properties that may require planning and construction review and advice
- Company involvement (additional searches at Companies House / company resolutions)

Key Stages

The precise stages involved in the sale or purchase of any residential property will vary according to the circumstances, however, the key stages are set out below:

Purchase

- Take your instructions and complete our identification and money laundering checks including verifying source of wealth and funds.
- Check finances are in place to fund purchase and contact lender's solicitors if needed
- Receive and advise on contract documents
- Carry out searches
- Receive a copy of your surveyor's report on the physical aspects of the property and

- liaise further as necessary
- Obtain further planning documentation if required
- Make any necessary enquiries of seller's solicitor
- Give you advice on all documents and information received in a comprehensive report on title
- Go through conditions of mortgage offer
- Advise you on joint ownership
- Draft Transfer
- Agree completion date (date from which you own the property)
- Send final contract to you for signature with request for the deposit
- Exchange contracts and notify you that this has happened
- Obtain pre-completion searches
- Arrange for all monies needed to be received from lender and you
- Complete purchase
- Deal with payment of Stamp Duty/Land Tax
- Serve any post completion notices (e.g. notice of assignment / charge)
- Deal with application for registration at Land Registry

Sale

- Take your instructions and complete our identification and money laundering checks including verifying source of wealth and funds.
- Provide you with standard property questionnaires to complete
- Check sale proceeds will be sufficient to discharge any existing mortgages on the Property
- Draft contract documents and prepare sales pack
- With your help, respond to any enquiries by the buyer's solicitor
- Agree the contract and transfer with the buyer's solicitor.
- Agree completion date (date on which the property is transferred to the buyer)
- Send final contract to you for signature
- Exchange contracts and notify you that this has happened
- Send transfer to you for signature
- Complete sale
- Send monies to lender to obtain discharge of any mortgage
- Pay selling agent from sale proceeds (if agreed)
- Return remaining funds to you.

Timescale

If all information is available and all parties act without delay, you should allow a period of approximately 4-6 weeks on average to exchange. This will give us time to review the documents, produce a report for you and allow you time to digest it.

Completion can take place at any time after exchange on a date agreed by the parties at exchange. Banks will usually require up to 5 working days' notice to drawdown mortgage funds and sellers will often request between 2-4 weeks to vacate a property after exchange.

The actual speed of the transaction will depend on a number of factors some of which are set out below.

- Your speed in providing us with suitable and sufficient ID and proof of address

- documents, sufficient proof of source of wealth and funds
- Existence of buyer's mortgage offer and instructions to act from buyer's lender,
- Whether sale / purchase dependent on simultaneous purchase / sale of any other property
- Availability of full pre-contract package from seller with all relevant titled documents and planning documents
- Both parties' speed in providing replies / instructions to their conveyancers
- Speed of obtaining search results from local authorities
- Existence of title defects
- Existence of physical defects / breaches of planning permission/listed building or building control
- If leasehold, speed of landlord / managing agent in providing full management pack and responding to any queries / requests for consent

Included in the cost:

Sale

- Liaising with the Selling Agent to assist with the preparation of the sales particulars.
- With your help, preparing a full sales pack for the purchaser including replies to standard enquiries, title details, all relevant copy documents, such as planning permissions, guarantees and certificates and, if it's a leasehold, management information from the managing agents
- Preparing a draft contract on your terms and negotiating that with the purchaser's solicitor
- Liaising with your bank to arrange for the redemption of any mortgage on the Property
- If the property is leasehold, obtaining any necessary information and consents from your landlord

Purchase

- Full investigation of legal title to the property and rights required for its proper enjoyment, together with a full set of standard searches for your property purchase
- Comprehensive report on our investigations and copies of all documents referred to including advice as to matters affecting ownership in the future, such as alterations / lettings etc. This report will also help your solicitor prepare for a quick sale in the future
- Completion and submission of SDLT forms and payment of SDLT
- Registration of the property in your name at the Land Registry (subject to paying the Land Registry fees) and, if relevant, securing the bank's charge on the property

Remortgage

- Investigation of title according to instructions from your new bank including obtaining all new searches and replies to enquiries if required
- If leasehold, obtaining any necessary consents from the landlord
- Liaising with your existing lender to remove their mortgage from your title
- Applying to the Land Registry to register the mortgage of the new lender against your title

Not included in the cost

- Tax advice.
- Face to face meetings (other than to verify identity).
- Interpretation of planning documents other than on a superficial level.
- Advice regarding neighbouring and adjoining properties.
- Preparation of lock out / exclusivity agreements if required.
- Drafting of co-habitation agreements / trust deeds.

However, we can provide assistance in relation to any or all of these matters if so required. Please ask and we can provide further information about our fees.

Who will work on the file?

Fidlaw LTD is an SRA-regulated law firm with a team of experienced property law solicitors and conveyancers who will take care of your conveyancing transaction.

A dedicated team of two lawyers is allocated to work on each conveyancing file to ensure continuity of service and effective communication with our clients as their matter progresses. We do not outsource. All conveyancing work is carried out by our solicitors Francesco Meduri and the trainee solicitor Hamdi Najib and more info can be found [here](#)

PROBATE

Applying for the Grant, collecting and distributing the assets

We anticipate the entire process will take between 30 and 40 hours of work at an average hourly rate of £295 per hour.

Total costs are therefore estimated at between £8,850 and £11,800 (excluding VAT).

The exact cost will depend on the individual circumstances of the matter. For example, if there is one beneficiary and no property, costs will be at the lower end of the range. If there are multiple beneficiaries, properties and multiple bank accounts, costs will be at the higher end.

We will handle the full process for you. This estimate is based upon estates that meet the following criteria:

- there is a valid Will;
- there is no more than one property;
- there are no more than 5 bank or building society accounts;
- there are no other intangible assets;
- there are no overseas assets;
- the deceased was not domiciled in any jurisdiction outside the UK;
- the Will does not contain any trusts;
- there are no more than 3 cash legacies to be paid from the estate;
- there are no more than 3 residuary beneficiaries;
- we do not deal with the tax affairs of the deceased or the estate but instead liaise with an appropriate accountant to enable him/her to do so
- there are no disputes between beneficiaries on division of assets. If disputes arise this is likely to lead to an increase in costs;
- there is no Inheritance Tax payable and the executors do not need to submit a full account to HMRC;
- there are no claims made against the estate.

Disbursements included in this fee:

- probate application fee of £155;
- £5 for swearing the Oath/making the Statement of Truth (per executor) plus £2 per exhibit (if applicable);
- bankruptcy-only Land Charges Department searches (£2 per beneficiary);
- approximately £200 for a post in the London Gazette—protects against unexpected claims from unknown creditors;
- approximately £100 for a post in a Local Newspaper—this also protects against unexpected claims.

Disbursements are costs related to your matter that are payable to third parties, such as Court fees. We handle the payment of disbursements on your behalf to ensure a smoother process.

Potential additional costs:

- if there is no Will or the estate consists of any shareholdings (stocks and bonds) there are likely to be additional costs which could range significantly depending on the estate and how it is dealt with. We can give you a more accurate quote once we have more information;
- if any additional copies of the Grant are required, they will cost £0.50 each (1 per asset usually);
- dealing with the sale or transfer of any property in the estate is not included.

How long will this take?

On average, estates which fall within this range are dealt with within 6 to 12 months.

Typically, obtaining the Grant of Probate takes approximately 3 months from the date of us being instructed by the executors.

Collecting assets then follows, which can take between 1 month and 3 months.

Once this has been done, we can arrange for the estate debts/liabilities to be paid, any cash legacies to be paid, interim distributions to be made to the residuary beneficiaries, the Estate Accounts to be prepared and for final distributions to be made, all of which normally takes between 2 and 6 months.

Who will work on the matter?

The work will be completed by Elena Hadjikyriakou. Elena is a qualified solicitor with considerable experience including wills, probate and litigation. For more information, please see [Our People's page](#) on our website. Elena's hourly rate charge is £375 + VAT.