



## Initial Enquiries

All initial enquiries are completely free of charge, so please do not hesitate to call us.

## Drafting Contracts of Employment, Staff Handbooks and Settlement Agreements

We can usually provide you with a fixed estimate of costs subject to your requirements.

## Employment Tribunal Representation

We can represent you in the Employment Tribunal based on the following estimated costs:

- **Unpaid wages / breach of contract claims**

*Our estimated fees are between £1,500 to £3,500 plus VAT and disbursements.*

- **Unfair / constructive dismissal claim**

*Our estimated fees are between £2,500 and £6,500 plus VAT and disbursements.*

- **Discrimination / complex employment claims**

*Our estimated fees are between £5,500 and £9,500 plus VAT and disbursements.*

The above estimates include advice and assistance throughout the full stages of proceedings up to final hearing including:

- Attending you and obtaining a detailed proof of evidence.
- Reviewing all relevant paperwork
- Drafting a Defense and raising any requests for further information
- Attending preliminary hearings including case management hearings
- Dealing with all case management orders
- Drafting a counter schedule of loss
- Dealing with disclosure of documents
- Preparation of trial bundle
- Drafting all witness statements and attending all witnesses
- Negotiating with ACAS
- Dealing with any barristers instructed and the employer's representative
- Attending final hearing

The likely disbursements are based upon whether we must travel to an Employment Tribunal and whether a barrister is instructed to represent you at the final hearing. The level of expenses can only be informed to you once we are aware of the complexity of the matter and the location of the tribunal.

On average an Employment Tribunal can take between 6 to 8 months to decide upon a case.

All employment law work is supervised by a qualified solicitor. We do not offer Civil Legal Aid.

The typical hourly rates that apply to employment law services are between £160 - £250 per hour plus VAT. We shall always advise you in advance of undertaking work on your behalf of the estimated costs and the likely disbursements you will incur.