



Our Pricing Guide

as of 6th December 2018

	Price (excluding VAT)
General	
Initial consultancy meeting taking place during office hours (45 minute meeting with Principal Solicitor followed by a letter summarising the meeting)	Office Hours: £125
	Out of Hours: £200
Immigration	
Marriage or spousal application for leave to enter and remain in the UK up to submission of the Application either to the Home Office or to the Applicant for submission to the British Embassy / High Commission	£1750.00
	Urgent: £2200.00
Indefinite leave to remain in the UK application up to submission of the Application to the Home Office	£1750.00
	Urgent: £2200.00
Naturalisation application up to submission of the Application to the Home Office	£575.00
Sponsorship Application up to submission of the Application either to the Home Office or to the Applicant for submission to the British Embassy/High Commission	£2200.00
	Urgent: £2640.00
Student visa applications & extensions up to submission of the Application either to the Home Office or to the Applicant	£1400.00
FLO(R) application	£1750.00
	Urgent: £2200.00
Sponsorship licence	£1900.00
	Urgent: £2200.00

Any work done after the submission of the application at the Home Office will be charged at the firm's current charging rate.

Immigration Appeals: Whose application we have submitted

Whilst it is difficult to properly assess the amount of work involve in immigration appeals, however as a guide and starting point drafting of the grounds of appeal and submission is fixed at £1750.00*.

Immigration Appeals: New Appeal Matter with new Client

Whilst it is difficult to properly assess the amount of work involve in immigration appeals especially for a new client, however as a guide starting drafting the grounds of appeal and submission is fixed at £2,200.00*.

*Compliance for all the Appeal

Guideline fees for the compliance is at £750 subject to the number of witnesses (2 witnesses guide price). A detailed fee quote will be provided in the initial meeting. Counsel's fees are in the region of £700 to £900 as a guide.



		Price (excluding VAT)
Family Law		
Simple Divorce (no children, and no financial settlement)		£950.00
Respondent in a Simple Divorce (no children, and no financial settlement)		£875.00
Prenuptial Agreement		£1650.00
Postnuptial Agreement		£1650.00
Consent Order		£1800.00
Wills & Probate		
Drafting & Execution of a Simple Will		£325.00
If a medical report has to be obtained or the Will involves tax planning, then our hourly charge shall apply.		
Codicil		£175.00
Simple Trust Document		£425.00
Simple Probate up to Grant (including completion of IHT forms)		£2500.00
Employment Law		
Compromise or Settlement Agreement		£550.00
Independant Legal Advice relating to Employment Law Matters		£425.00
Miscellaneous Matters		
Simple Lasting Power of Attorney		£975.00
General Power of Attorney		Starts from £275.00
Statutory Deceleration		Starts from £275.00
Affidavits		Starts from £275.00
Change of Name Deed		£275.00
Swearing fees		Documents: £5 / doc
		Exhibits: £2 / exh



		Price (excluding VAT)
Conveyancing		
Purchasing		
Property prices below and up to £200,000	Leasehold:	£1,200
	Freehold:	£1,025
Property prices in the region of £201,000 to £400,000	Leasehold:	£1,375
	Freehold:	£1,200
Property prices in the region of £401,000 to £700,000	Leasehold:	£1,770
	Freehold:	£1,590
Property prices above £700,001.00 to £1 million	Leasehold:	£1,920
	Freehold:	£1,770
Sale		
Property prices below and up to £200,000	Leasehold:	£1,075
	Freehold:	£925
Property prices in the region of £201,000 to £400,000	Leasehold:	£1,275
	Freehold:	£1,125
Property prices in the region of £401,000 to £700,000	Leasehold:	£1,375
	Freehold:	£1,225
Property prices above £700,001.00 to £1 million	Leasehold:	£1,500
	Freehold:	£1,350

Where Leasehold extension is required, our fees are in the range of £950 - £1,250 depending on the complexity and it will be in addition to the sale or purchase.

SJS Solicitors

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Celebrating
20 years
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	Price (excluding VAT)
Acquiring a share of freehold	£900.00
Remortgaging	£1950.00
Transfer of Equity	£650.00
Lease Extensions	£1400.00
Business Lease	£2900.00
License to Assign	£2500.00

We try as far as possible to provide our client with fixed fees where ever we can. However, where matters are complicated and we cannot offer a fixed fee, this firm's hourly charging rate shall apply.

Team Member	Hourly Rate (excluding VAT)
Principal Solicitor	£245.00
Solicitor	£175.00
Trainee Solicitor	£150.00
Paralegal	£125.00

In addition, letters, emails and telephone calls from our office and letters which are initiated, sent or received by our office are chargeable. Photocopying (10p per page) and postage charges will also apply.



Immigration

For Applications to Home Office for leave to remain in the UK where fixed fees are not applicable. On average, this type of work takes between 8 to 10 hours to complete. This means that on average costs are between £1960 and £2450 excluding VAT.

The exact number of hours it will take depends on the circumstances in your case. Such as:

- The amount of supporting evidence that we need to consider
- Which language(s) you speak
- Whether you are applying with other dependants

If you are able to provide sufficient evidence at our first meeting and clearly meet the applicable Immigration Rules, the cost is likely to be at the lower end of this range.

What services are included?

The work will involve:

- discussing your circumstances in detail and confirming whether this is the most appropriate application for you to make and what other options may be available to you.
- giving you advice about the requirements of the Immigration Rules and whether you meet the criteria.
- if you do not fulfil certain criteria, explaining to you if this can be overcome and how which on average takes 3 hours.
- considering the supporting evidence you have provided, which we anticipate will take 2 to 3 hours; the amount of hours depends on the number of documents, whether they need to be translated, whether anything is missing and how long it will take to obtain the missing documents

Other Fees, such as Disbursements include:

- where necessary, helping you obtain further evidence (such as medical records and bank statements), including taking statements of any witnesses;
- preparing your application and submitting it on your behalf, which we anticipate will take 3-4 hours;
- Attendance at a Home Office interview: if the Home Office asks you to attend an interview, we will give you clear advice (and discuss the possibility of us attending with you) at the appropriate time. This could be between 2 and 4 hours of work.
- giving you advice about the outcome of the application and any further steps you need to take.



- Interpreters fees at in the region of £25 plus VAT per hour. This kind of application will normally require between 2 – 4 hours with an interpreter, depending on the complexity of your case.
- Independent expert reports e.g. medical experts. These are not required in many cases: we will let you know as soon as possible if we consider an expert report is necessary.
- If there is an interview and we do attend with you, there will be additional disbursements in respect of our mileage/travel expenses.
- Copying charges and special delivery postage

Disbursements are costs related to your matter that are payable to third parties, such as visa fees. Our legal fees do not include these charges. We handle the payment of the disbursements on your behalf to ensure a smoother process.

The costs quoted here do not include:

- Any Home Office fees for making the application. You will pay this to the Home Office directly as part of the application process.
- Where the Home Office refuse your application, advice, and assistance in relation to any appeal

How long will my application take?

We cannot guarantee how long the Home Office will take to process your application.

We will normally be able to submit this type of application within 2 weeks of you instructing us, but we will let you know at the earliest opportunity if it is likely to take longer than this.

Please note the anticipated number of hours and fees are an estimate based on the facts above. All applications are likely to vary and of course, we can give you a more accurate estimate once we have more information about your specific case.

Appeals

In most cases, we are able to agree a fixed fee for your appeal of a Home Office decision. Fees generally are in the region of £4500 to £6000 plus VAT. This includes our fees, counsel fees, court fees, and various compliances up to the submission of the Appeal to First Tier Tribunal. A comprehensive fee quote is provided on instructions or on request prior to instruction if you require.



Family Law

Our Family Law services include cases involving divorce, finances, contact matters, prenuptial and postnuptial agreements. We can help you through this often difficult process by making the applications for Divorce and Financial Settlement on your behalf. We make contact with and correspond with your ex-partner's solicitors in respect of Contact Orders.

Divorce

Our fix fee for the Divorce application is up to the Decree Absolute and for a simple divorce is £950 (ex. VAT).

This fee includes:

- The Drafting and Submission of the Divorce Petition.
- Corresponding with your Ex-Partner or their solicitors and third parties such as Court on your behalf.
- Make the Application for Decree Nisi and Decree Absolute.

Once we receive the Decree Absolute you can then decide if you wish to instruct us in respect of the Financial matter. We anticipate this will take between 6 to 8 weeks to resolve, depending on the contentious nature of the matter.

Financial and Consent Orders

Our fix fee for the Financial/Consent Order is up to the Final Order being granted by the Court and start at £1,800 (ex. VAT).

This fee includes:

- The application to the Court on Financial Matters
- Completion of Forms for submission to the Court
- Ascertaining the Assets and Liabilities of the Family
- Advising you on how the assets are likely to be divided
- Drafting any agreed orders for submission



Contact & Matters involving Children

Our fees for contact matters are charged at our firm's hourly rate.

This fee includes:

- We will act on your behalf in respect of an application to the court for contact.
- We will act on your behalf in respect of registering your name on your children's birth certificate (if required).
- Application to the Court for Parental Responsibility.
- We will in the first instance write to your partner to see if he/she will allow contact with your children.
- Corresponding with your Husband/Wife/Partner or their solicitors to discuss contact so that both parties can agree to contact that will be in the best interest of the children
- Advice on any Orders sought or granted by the Court.

Pre-nuptial and Post-nuptial Agreements

Our fix fee for the Pre-Nuptial/Post-Nuptial Agreements is up to the execution of the document and is £1,650 (ex. VAT).

This fee includes:

- The Drafting of the Agreements.
- Corresponding with your Husband/Wife/Partner or their solicitors to discuss the agreement so that both parties agree to the terms of the Agreement
- Advice on the contents of the Agreement.

Potential additional costs

- Extracting any Official Copies from the Land Registry, charged at £6.00
- Dealing with the sale or transfer of any property in the estate is not included.
- Any testing (Hair Strand, DNA, Alcohol etc) ordered by the court or requested by the other side.



Wills & Probate

Grant of Probate

We can help you through this difficult process by obtaining the Grant of Probate on your behalf. We will also undertake the collecting and distributing of assets. Our fixed fee for our legal costs is up to the extraction of the grant of probate or letters of administration. Our fixed fees are £3500 (ex. VAT).

This fee includes:

- Provide you with a dedicated and experienced probate solicitor to work on your matter together with an appointed trainee solicitor or paralegal.
- Identify the legally appointed executors or administrators and beneficiaries
- Accurately identify the type of Probate application you will require
- Obtain the relevant documents required to make the application
- Complete the Probate Application and the relevant HMRC forms
- Draft a legal oath for you to swear
- Make the application to the Probate Court on your behalf
- Obtain the Probate and securely send two copies to you

Once we receive the grant you can then decide if you wish to instruct us in respect of the administration of the estate. We anticipate this will take between 2 to 4 hours work at normal charging rate. We will then either agree a fixed fee with you for the additional work to be done or we could agree with you for our firm's current charging rate.

Timescales

On average, estates that fall within this range are dealt with within 2 to 4 months. Typically, obtaining the grant of probate takes 3 to 4 weeks depending on how quickly the assets and liability can be collated.

Administration of the estate

Collecting assets then follows, which can take between 2 to 4 weeks. Once this has been done, we can distribute the assets, which normally takes 4 to 6 weeks depending on whether or not a Section 27 Trustees notice is required. Section 27 of the Trustee Act 1925 is a protection for the Trustees & Personal Representatives. It enables trustees or personal representatives to protect themselves from liability against any claims from creditors or beneficiaries that they have not had any notice of at the time that they convey or distribute the estate's assets in question, provided that the notice placed complies with the requirements of that section.



Applying for the grant, collecting and distributing the assets

On average, this will take between 20 to 30 hours work at normal charging rate.

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, a property and multiple bank accounts, costs will be at the higher end.

We will handle the full process for you. This quote is for estates where:

- There is a valid will
- There is no more than one property
- There are no more than 3-4 bank or building society accounts
- There are no other intangible assets
- There are 6-8 beneficiaries
- 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:

- Probate court fee of £155 plus 50p for every sealed copy required
- Approximately £7 fee for Swearing Oath with a Solicitor or Commissioner of Oaths (per executor)
- Land Charges Department searches (£5 per beneficiary - bankruptcy only)
- £70 (ex. VAT) for a post in The London Gazette (protects against unexpected claims from unknown creditors)
- £90 (ex. VAT) for a post in a Local Newspaper (this also helps to protect against unexpected claims)

Potential additional costs

- If there is no will or the estate consists of any share holdings (stocks and bonds) there is likely to be additional costs that could range significantly depending on the estate and how it is to be 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 50p 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 that fall within this range are dealt with within 4-6 months. Typically, obtaining the grant of probate takes 6-8 weeks. Collecting assets then follows, which can take between 4-6 weeks. Once this has been done, we can distribute the assets, which normally takes 8-12 weeks.

Complicated matters and contentious probate matters

For most complicated probate matters, SJS Solicitors current charging rate shall apply. A comprehensive quotation is provided on request. In addition to the disbursements listed above there may be inheritance taxes payable. Information on inheritance taxes can be obtained at gov.uk.



Employment Law

For all employment matters, we prefer to know the facts of your case and analyse the merits before you proceeding to instruct us. A discussion in our consultation meeting is advisable, the costs for this meeting is £125 (ex. VAT) and lasts for about 45 minutes.

Our pricing for bringing and defending claims for unfair or wrongful dismissal: Simple cases generally result in legal fees of £1,000 - £1,500. Medium complexity case generally result in legal fees of £3,500 to £8,000 whilst high complexity cases generally result in legal fees of £8,000 to £15,000 or greater (all ex. VAT).

Factors that could make a case more complex:

- 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 whistleblowing)
- Allegations of discrimination which are linked to the dismissal
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There will be an additional charge for attending a Tribunal Hearing of £650 per day (ex. VAT). Generally, we would allow 3 to 4 days depending on the complexity of your case.

Disbursements

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

Counsel's fees estimated between £700 to £1,200 (ex. VAT) per day (depending on experience of the advocate) for attending a Tribunal Hearing (including preparation).



Key stages

The fees set out above cover all of the work in relation to the following 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 mandatory to explore whether a settlement can be reached;
- Preparing claim or response
- Reviewing and advising on claim or response from other party
- Exploring settlement and negotiating settlement throughout the process
- preparing or considering a schedule of loss
- Preparing for (and attending) a Preliminary Hearing
- Exchanging documents with the other party and agreeing a bundle of documents
- Taking witness statements, drafting statements and agreeing their content with witnesses
- preparing bundle of documents
- 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 Final Hearing, including instructions to Counsel

The stages set out above are an indication and if some of 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 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 is reached during pre-claim conciliation, your case is likely to take 6 to 8 weeks. If your claim proceeds to a Final Hearing, your case is likely to take 10 to 12 weeks. 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.



Conveyancing

Upon receiving instructions, we provide you with a comprehensive statement of what your purchase, sale or conveyancing matter will cost you with our firm.

How long will my house purchase, sale or transaction will take?

How long it will take from your offer being accepted until you can move into your house will depend on a number of factors. The average process takes between 6 to 8 weeks.

It can be quicker or slower, depending on the parties in the chain. For example, if you are a first-time buyer, purchasing a new build property with a mortgage in principle, it could take 10 to 12 weeks. However, if you are buying a leasehold property that requires an extension of the lease, this can take significantly longer, between 3 and 4 months. In such, a situation additional charges would apply.

Stages of the process

The precise stages involved in the purchase of a residential property vary according to the circumstances. However, below we have suggested some key stages that you may wish to include:

- Take your instructions and give you initial advice
- Check finances are in place to fund purchase and contact lender's solicitors if needed
- Receive and advise on contract documents
- Carry out searches
- Obtain further planning documentation if required
- Make any necessary enquiries of seller's solicitor
- Give you advice on all documents and information received
- Go through conditions of mortgage offer with you
- Send final contract to you for signature
- Agree on completion date (date from which you own the property)
- Exchange contracts and notify you that this has happened
- Arrange for all monies needed to be received from the lender and you
- Complete purchase
- Deal with payment of Stamp Duty/Land Tax
- Deal with an application for registration at Land Registry



Stages for leasehold property

The precise stages involved in the purchase of a residential leasehold property vary according to the circumstances. However, below we have suggested some key stages that you may wish to include:

- Take your instructions and give you initial advice
- Check finances are in place to fund purchase and contact lender's solicitors if needed
- Receive and advise on contract documents
- Carry out searches
- Obtain further planning documentation if required
- Make any necessary enquiries of seller's solicitor
- Give you advice on all documents and information received
- Go through conditions of the mortgage offer
- Send final contract to you for signature
- Draft Transfer
- Advise you on joint ownership
- Obtain pre-completion searches
- Agree on completion date (date from which you own the property)
- Exchange contracts and notify you that this has happened
- Arrange for all monies needed to be received from the lender and you
- Complete purchase
- Deal with payment of Stamp Duty/Land Tax
- Deal with an application for registration at Land Registry

Our fee assumes that:

- a. this is a standard transaction and that 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
- b. this is the assignment of an existing lease and is not the grant of a new lease
- c. the transaction is concluded in a timely manner and no unforeseen complication arise
- d. all parties to the transaction are co-operative and there is no unreasonable delay from third parties providing documentation
- e. no indemnity policies are required. Additional disbursements may apply if indemnity policies are required.

Commercial Transactions

For all commercial transactions, in which purchases and sales which are slightly more complicated, a written quote is provided on request.