

### **Employment Tribunal Claims**

All work undertaken in this area is charged based on the fee earner's hourly rate. The hourly rate for Miss Sian Pursglove is £200.00 plus Vat. We do not offer fixed fees, CFA's or Damages Based Agreements for this work. All costs are plus VAT at 20%.

Charges are made for all work undertaken including letters out, letters in, telephone calls, attendances, preparation and perusal of documents.

It is very difficult to provide any real guidance on pricing of such a claim. This would be discussed with you in detail at your appointment once all the facts of your case are known.

Costs for bringing and defending claims for unfair dismissal can range from £5,000.00 to £20,000.00 (exclusive of Vat) depending on the complexity of the matter. Factors that could make the case more complex include:-

- 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.

There will be additional charges for attending a Tribunal Hearing.

### **Disbursements**

Disbursements are costs related to your matter that are payable to third parties, such as court fees. We require any disbursements to be paid in advance by you. In relation to our own fees, we request an initial payment on account and then monthly invoices to be discharged within 28 days. VAT is payable on some disbursements.

### **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 the stages above are not required, the fees will be lower. 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 the 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 2 to 3 months. 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.