

## ADMINISTRATIVE AND OTHER FEES

<b>Consultation</b>	£150.00 + VAT
<b>Certification (Per page)</b>	£10.00+VAT
<b>Change of Name Deed</b>	£180.00 + VAT
<b>Witnessing</b>	
- Statutory Declaration	£50.00+ VAT
- Change of Name Deed signed by Solicitor	£50.00+ VAT
- Commission of Oath	£50.00+ VAT
- Affidavit	£50.00+ VAT
<b>Full Draft – For Commission of Oath or Statutory Declaration</b>	£250.00 +VAT
<b>Legalization</b>	£250.00+ VAT
<b>Independent Legal Advice</b>	£450.00+ VAT
<b>Lasting Power of Attorney (Both Health and Financial)</b>	£1,100.00+ VAT
- Health and Welfare	£550.00+ VAT
- Property and Financial Affairs	£500.00+ VAT
- General Power of Attorney	£300.00+ VAT
<b>Court Approved Deputyship (Lack of Capacity)</b>	£1,500.00+ VAT
- Court Fees	£371.00+ VAT
- Application Fees (Each for either Health or Finance)	£82.00+ VAT
<b>Guardianship (Hearing if Necessary)</b>	£1,800.00+ VAT
- Court Fees	£371.00+ VAT
<b>Tenancy Agreement</b>	£750.00+ VAT
<b>Guarantor Letter (Legal Advice to be given)</b>	£350.00+ VAT
<b>Statutory Declaration – Consent to Care Abroad ONLY</b>	
- Witness only	£150.00+ VAT
- Draft and Witness	£250.00+ VAT
<b><u>OTHER SERVICES</u></b>	

<b>Invitation Letter</b>	£250.00+ VAT
<b>Apply for an Injunction</b>	£1,500.00+ VAT
- Court Fees	£305.00+ VAT
<b>Independent Mortgage Advice</b>	£350.00+ VAT
<b>ID1 Form Witnessing</b>	£150.00+ VAT
<b>Legal Advice – Landlord and Tenant Act 1954</b>	£350.00+ VAT
<b>Deed of Surrender</b>	£750.00+ VAT
<b>Heads of Terms – Share Purchase Agreement (Drafting)</b>	£6,000.00+ VAT
<b>Transfer of Equity – Remove/Add Title (act for 1 party)</b>	£980.00+ VAT
<b>Drawing up Agreement</b>	£750.00+ VAT
<b>Witness Deed of Trust / Pre-Marital Agreement</b>	£350.00+ VAT
<b>Home Visit</b>	£500.00+ VAT

# WILLS AND PROBATE

Our Fees		Single Will for one Person – Fee includes consultation and storage	Mirror Wills for couples – Fee includes our fee for preparing both Wills, initial consultation, and storage
Will leaving your estate to one person including legacies and up to 10 beneficiaries, but not including a trust on a 2 <sup>nd</sup> marriage.		£370.00 + VAT	£550.00 + VAT
A Will as above – Including a trust for a spouse to preserve property to children on a second marriage.		£700.00 + VAT	£970.00 + VAT
A will as above – including discretionary trust and advice on business property relief		£1,000.00 + VAT	£1,570.00 + VAT
Changing a will created by JSB Lawyers Only. If you would like to change a Will created by another firm or online, we will have to start your will from scratch.		£150.00 + VAT	£200.00 + VAT
Home Visit		£300.00 + VAT	£300.00 + VAT

## **Probate Solicitors Fees**

Obtaining a Grant only:

<b>Estate Value</b>	<b>Our fees for obtaining Grant only</b>
<b>Where the estate is less than £325,000 (if there is no inheritance tax) IHT205 form could be sent to HMRC).</b>	<b>£3,000.00 + VAT</b>
<b>Where the estate is greater than £325,000. (IHT issues may arise).</b>	<b>£5,000.00 + VAT</b> <b>Between 2%-5% of estate depending on the complexity of the matter.</b>

In simple cases a Grant can be obtained within 4 weeks of receiving your instructions and valuations of the assets and liabilities of the estate from you.

### **Obtaining a Grant and Administering the Estate**

<b><u>Gross Value</u></b>	<b><u>Fixed Fee/Percentage</u></b>
<b>Up to £100,000.00</b>	<b>£5,000.00 + VAT</b>
<b>Up to £200,000.00</b>	<b>£5,200.00 + VAT</b>
<b>Up to £325,000.00</b>	<b>£5,700.00 + VAT</b>
<b>Between £325,000.00 and £650,000.00</b>	<b>2% of gross value</b>
<b>Between £650,000 and £1,000,000</b>	<b>3% of gross value</b>
<b>Above £1,000,000</b>	<b>1.5 % of gross value</b>

## **Landlord and Tenant**

JSB Lawyers can help with and landlord and tenant matters.

Transfer -no value (Change Title on Property) £980.00 + VAT

Commercial / Business Lease £2,300.00 + VAT + Disbursements

Landlord & Tenant Matter	Our Fee
Initial review of the matter	100.00 + VAT
7 Day Rent Arrears Letter	£100.00 + VAT
Drafting and Issuing Section 21 Notice (NTQ)	£200.00 + VAT
Drafting and Issuing Section 8 Housing Act Notice	£150.00 + VAT
Section 47 & Section 48 Notice	£150.00 + VAT
Section 3 Notice	£150.00 + VAT
Review of a complex matter	£475.00 + VAT
Court Proceedings for Section 21 or Section 8 (undefended) including first 30 minutes hearing (if any)	£1,200.00 + VAT
Court Fees for Section 21 or Section 8	£405.00 + VAT
Further Hearing for first 60 minutes	£500.00 + VAT
Beyond first 60 minutes for each 30 minutes increment	£325.00 + VAT
Assisting you with your drafting Bailiff Warrant	£150.00 + VAT
Non-Standard Letters (From)	£250.00 + VAT
High Court Bailiff	£1150.00 + VAT
Application to County Court for permission for High Court Bailiff	£350.00 + VAT
Draft Assured Shorthold Tenancy Agreement	£750.00 + VAT
Complete Assured Shorthold Tenancy Agreement	£350.00 + VAT

## EMPLOYMENT

Fees – typically between £ 6,700 to £ 13,700 depending on the complexity of the matter.

### Disbursements

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

Counsel's fees estimated between £1,070 to £2,700 per day (depending on experience of the advocate) for attending a Tribunal Hearing (including preparation).

### Exclusions and Factors Which May Make a Case More Complex

In the event that the issues become more complex, we will make sure you are informed of this at the earliest opportunity and a clear estimate of those extra costs will be provided.

Factors that may lead to an increase in cost include:

- If it is necessary to make an application to amend your claim or to provide further information about an existing claim
- Making or defending a costs application
- Complex preliminary issues such as whether you have a disability (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
- If there are allegations of discrimination linked to the dismissal

### Time Scales

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 4-10 weeks. If your claim proceeds to a Final Hearing, your case is likely to take 20-50 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.

## Key Milestones

There are key milestones, which may vary according to individual circumstances. They may be as follows:

- 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 your claim
- Reviewing and advising on the 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