

## QCH Pricing Document

### 1. Charges

We generally calculate our professional charges by reference to time spent on a matter, in units of six minutes, which will include time spent advising, attending meetings, communicating, dealing with correspondence, preparation and travelling time.

Our current hourly rates are:-

A. Partners	£300
B. Solicitors (varies with level of experience)	£225
C. Legal Executives	£190
D. Trainee Solicitors and Paralegals	£150

We usually require payment on account in respect of our costs. We will provide more information about this in our Terms of Business.

### 2. VAT

All amounts stated are exclusive of VAT which is applied at the prevailing standard rate for the sale of goods or services. If you are registered for VAT you may be able to reclaim the applicable VAT amount from HMRC.

### 3. Disbursements

In addition to our professional charges we will often have to pay for various fees on your behalf. These are known as Disbursements and include payments such as court fees, experts' fees and courier fees. Disbursement expenses will not be incurred without your knowledge or consent. Payment of Disbursements is to be made by you, our client, on a basis to be agreed at the outset of your case. This agreement will be reflected in your client engagement (retainer) letter. We will generally require payment of the disbursement amount from you on account before the disbursement expense is committed to and/or incurred

We will be entitled to charge you for work done and expenses incurred regardless of the outcome of your matter or if for any reason the matter does not proceed to completion.

We may send you invoices upon completion of a particular transaction or on an interim basis at our discretion. Payment of the invoice is required by the due date shown. If requests for payment of an invoice are not met your case may be delayed.

We will review our rates in April each year and notify you of any changes.

#### **4. Fixed fees**

Wherever possible we will give you fixed fees for different elements of the work. We will ask for those fees on account before undertaking each element i.e. an initial budget of £2,000.00 plus VAT to deal with the following:-

1. Initial advice on the case in general and in particular the prospects of succeeding in the court proceedings.
2. Agreeing a strategy and advising on next steps, including likely costs.

This is a provisional budget, which we will confirm once we have considered the papers. If for any reason we are unable to work within that budget once we have considered the papers then we will let you know. You can, if you want, at that stage cancel these instructions without obligation or charge.

If any further work is required it will be subject to these terms, and we will try and agree fixed fees wherever possible. We will try and cost up the case progression options that we think you have once we have advised

We will provide you with our invoices for time costs and disbursements on a monthly basis. All invoices are payable within 7 days of presentation.

#### **5. Costs Estimate**

It is difficult to estimate costs at the start of any case as it depends on what course of action you choose and what happens. But within any advice we will give you some detailed advice on the cost of the options we set out for you. Most cases settle well before court proceedings, but if the case goes to a full trial and you lose, then the principle is that loser pays winners costs.