

This fee scale details our fees for all immigration advice and services that we are registered to provide to our clients. We charge on a fixed fee basis. However, should you wish to withdraw instructions part way through your immigration case we will charge you for all work we have undertaken on your behalf at an hourly rate of £100.00. Please note that our organization is not VAT registered. Therefore VAT will not be added to the fees outlined below.

Also note that our fee does not include the UKBA fees or any other disbursements. It only covers our professional fees.

<b>LEVEL</b>	<b>SERVICE</b>	<b>FEE</b>	<b>ANTICIPATED TIME TAKEN</b>
1, 2 & 3	<p><b>Meetings</b></p> <p>Initial consultation discussing eligibility by phone or in person (15 minutes maximum) followed by written summary and instructions for proceeding if desired</p> <p><b>Note</b> - Subsequent meetings/telephone conversations are within fixed fees set out below.</p>	Free	
<p><b>1</b></p> <p><b>Note</b> - Fixed fee includes: All attendances and written and telephone correspondence with the client and relevant</p>	<p><b>Visit visas</b></p> <p>Straightforward* cases</p> <p>Complex** cases</p>	<p>300</p> <p>500</p>	<p>3 hours</p> <p>5 hours</p>

3 <sup>rd</sup> parties; consideration, preparation and submission of application. Copies of documents and postage (where applicable)			
	<b>PBS Tier 1 Post-Study Work</b>  Straightforward* cases  Complex** cases	300  500	3 hours  5 hours
	<b>PBS Tier 2 – Sponsored Migrants</b>  Straightforward* cases  Complex** cases	400  800	4 hours  8 hours
	<b>PBS Tier 4 - Students</b>  Straightforward* cases  Complex** cases	300  600	3 hours  6 hours
	<b>Dependants</b>  <ul style="list-style-type: none"> <li>• Straightforward* PBS dependants</li> <li>• Complex** PBS dependants</li> <li>• Settlement dependants – see below</li> </ul>	300  600	3 hours  6 hours
	<b>Settlement</b>  Straightforward* cases  Complex** cases  Settlement application for a dependant of a principal applicant (e.g. spouse/child) – straightforward* Cases	500  1000  300	5 hours  10 hours  3 hours

	Settlement application for a dependant of a principal applicant prepared (e.g. spouse/child) – Complex** cases	600	6 hours
	<b>EU/EEA applications</b> Straightforward* cases Complex** cases	300 600	3 hours 6 hours
	<b>Naturalisation/Citizenship applications</b> Straightforward* cases Complex** cases	300 600	3 hours 6 hours
	<b>Asylum and Human Rights claims</b> Straightforward* cases Complex** cases	500 1000	5 hours 10 hours
	<b>Any other immigration service</b> Such as: <ul style="list-style-type: none"> <li>• advice for sponsors</li> <li>• preparation of Administrative Review paperwork</li> <li>• ad hoc immigration advice to a 3<sup>rd</sup> party</li> <li>• one-of immigration advice session with for individual after initial consultation</li> </ul>	100 per hour (charged in half hour increments)  Individual quote given on initial contact based on estimated time required	
<b>2</b> (Applications outside the immigration rules)  <b>Note</b> - Fixed fee includes: All	Straightforward* cases Complex** cases	600 1200	6 hours 12 hours

attendances and written and telephone correspondence with the client and relevant 3 <sup>rd</sup> parties; consideration, preparation and submission of application and relevant supporting documents. Copies of documents and postage.			
<p><b>2</b> (in exceptional circumstances the lodging of Notice of Appeal)</p> <p><b>Note</b> - Fixed fee includes: All attendances and written and telephone correspondence with the client and relevant 3<sup>rd</sup> parties; consideration, preparation and submission of the Notice of Appeal and relevant supporting documents; informing client of the Key dates and referral to a solicitor if need be. Copies of documents and postage.</p>	<p>Straightforward* cases</p> <p>Complex** cases</p>	<p>500</p> <p>800</p>	<p>5 hours</p> <p>8 hours</p>
<b>2</b> Detention, applications for temporary admission and bail	<p>Straightforward* cases</p> <p>Complex** cases</p> <p>N.B. Fee will vary according to time – hourly rate</p>	<p>300</p> <p>600</p>	<p>3 hours</p> <p>6 hours</p>
<b>3</b> (Substantive appeals work and representation at Tribunal)	<p>Straightforward* cases</p> <p>Complex** cases</p>	<p>1200</p> <p>2000</p>	<p>12 hours</p> <p>20 hours</p>

<p><b>Note - Fixed fee includes:</b> All attendances and written and telephone correspondence with the client and relevant 3<sup>rd</sup> parties; consideration, preparation and submission of the appeal bundle to the Tribunal and relevant parties, informing client of the Key dates and requesting expert evidence where appropriate; representation before the Tribunal. Copies of documents and postage.</p>	<p>(Plus reasonable cost of travel to and from Asylum &amp; Immigration Tribunal and Glasgow, if Tribunal located outside of Glasgow).</p>		
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\* Preparation of a straightforward application (the norm)

\*\* Preparation of a complex application (for example, where applicant has an adverse immigration history, or complex supporting documentation is required)

We also offer discounted rates to clients who successfully refer other clients to us – please contact us for more details.

We are approved by the Office of the Immigration Services Commissioner (OISC), [www.oisc.gov.uk](http://www.oisc.gov.uk) (Ref. No. F201100210)

Please note, fees quoted do not include application fees payable to the UK Border Agency (UKBA) or Home Office, which are payable directly by the client.

We are confident that your experience with us will be positive and relaxing, but should you be unhappy with our service in any way we will consider a refund in part or in full of your fees paid.