

## Our employment tribunal fees

Our pricing for bringing and defending claims for unfair or wrongful dismissal:

Simple case: £6,950 - £10,950 (plus VAT)

Medium complexity case: £10,950 - £13,950 (plus VAT)

High complexity case: £13,950 - £19,500 (plus VAT)

Factors that could make a case more complex and therefore fall outside of the above guidelines:

- 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
- The number of witnesses and documents
- If it is an automatic unfair dismissal claim e.g. if a claimant is dismissed after blowing the whistle on their employer
- Allegations of discrimination which are linked to the dismissal
- A hearing going beyond 3 days (including remedy)
- The seniority of the advocate

Whilst advocacy by Mills & Reeve is covered in the above fee, there will be an additional charge for an additional solicitor, paralegal or trainee attending a Tribunal Hearing of £1,500 per day (plus VAT). This does not include travel time or disbursements, should the Tribunal Hearing be away from the lawyer's home office or counsel's fees should a barrister be required.

### 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. Currently no court fees are charged in order to bring or defend proceedings in the employment tribunal. Apart from advocacy fees (mentioned below) the other likely disbursements are photocopying charges, courier charges and travel and accommodation expenses. These are likely to total between £125 and £250 for simple cases, £250 to £750 for medium complexity cases, and £750 to £1500 for high complexity cases, in each case plus VAT.

Advocate's fees estimated between £1,000 to £6,000 per day plus VAT (depending on experience of the advocate) for attending a Tribunal Hearing (not 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 Advocate

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 initial instructions to the final resolution of the matter depends largely on the stage at which the case is resolved. If a settlement is reached during pre-claim conciliation, a case is likely to take 4 weeks. If a claim proceeds to a Final Hearing, the case is likely to take 6 - 12 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.

## What are the qualifications and experience of the people working on my case?

Your matter will be handled by a member of the Employment, Immigration and Pensions team. A full list of team members is available [here](#). The team list has links to team members' web profiles which include details of their qualifications and experience. Unless otherwise specified all team members are qualified solicitors specialising in employment law. Members of the team are on occasions assisted by a trainee solicitor. Typically trainees spend four months in the team and work under the supervision of a full team member.



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