

## IMMIGRATION ADVICE FOR INDIVIDUALS

### 1. Information

We represent clients on various immigration issues. Set out below is an outline of some of the most common areas on which we advise, the range of potential costs involved and likely timetable. We typically charge at our hourly rate and so the more time a matter takes then the higher the costs tend to be. Where we can, we will agree fixed fees for certain issues.

### 2. Advice, preparation and submission of immigration applications under Tier 1 of the Points Based System, including Entrepreneurs, Investors and Exceptional Talent

Our charges typically range from £3,500 to £10,000 per individual main applicant and £600 to £1,200 per family member where applications are made at the same time.

### 3. Advice, preparation and submission of immigration applications for Innovators, Start-Ups and Global Talent

Our charges typically range from £3,500 to £10,000 per individual main applicant and £600 to £1,200 per family member where applications are made at the same time.

### 4. Advice, preparation and submission of immigration applications for Skilled Workers, Students and under Tiers 2, 4, and 5 of the Points Based System including Sponsored Employees, Students and Youth Mobility Workers

Our charges typically range from £1,500 to £4,000 per individual main applicant and £500 to £1,500 per family member where applications are made at the same time.

### 5. Advice, preparation and submission of applications for European Union, European Economic Area nationals, Swiss nationals and their family members including applications for family permits, EU Settled Status and EU Pre-Settled Status

Our charges typically range from £1,500 to £4,000 per applicant.

### 6. Advice, preparation and submission of other applications for permissions to come to the UK (entry clearance, leave to enter and settled status) and permission to stay in the UK (leave to remain and indefinite leave to remain/settled status)

Our charges typically range from £1500 to £5,000 per individual main applicant and £600 to £1,200 per family member where applications are made at the same time.

### 7. Advice, preparation and submission of applications for Naturalisation or Registration as a British citizen

Our charges typically range from £2,400 to £5,000 per individual main applicant and £1,200 to £2,400 per family member where applications are made at the same time.

### 8. General

All figures are inclusive of VAT unless otherwise stated and are based on our hourly rate charges which we will

agree with you before commencing work.

VAT is charged at the rate of 20%. If you are resident in the UK then VAT will be charged. If you are resident outside the UK it may not be necessary to charge VAT – we will discuss this with you when taking your instructions.

We do not provide advice or representation for immigration appeals at the First-tier Tribunal.

For complex or unusual matters we may charge fees that are higher than the top of the range given above. Factors that may result in a matter being more complex or unusual include, but are not limited to, situations where:

- You require a high degree of advice, care or attention
- Interpreters are required
- There are additional family members applying at the same time or at a later time
- You have an adverse immigration history, which could include a history of overstaying or breaching the immigration rules
- You have received any civil penalties or have been arrested, charged with or convicted of criminal offences
- The application is factually complex or document heavy
- The Home Office request an interview and we are required to attend or provide preparation support
- The Home Office refuse your application and advice and/or assistance is provided in relation to any representations or administrative review

## 9. Disbursements

Our fees do not include:

- Home Office application fees, the Immigration Health Surcharge, biometric enrolment fees and any additional visa services such as expedited service or courier return of documents. These are not disbursements as you will make payment directly to the Home Office as part of the application process. Details of immigration application fees can be found here [Home Office immigration and nationality fees: 6 April 2021 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/home-office-immigration-and-nationality-fees-6-april-2021) Home Office application fees and the Immigration Health Surcharge do not attract VAT. VAT may be payable on other additional visa services depending on the country of application
- Independent expert reports or tests, e.g. Life in the UK tests, TB tests, police reports and language tests. These are not required in many cases. We will let you know as soon as possible if we consider these will be necessary. The level of cost will depend on the type of report/test required and your country of residence at the time. These are not disbursements as you will make payment directly to the report provider. These fees may attract VAT at 20% if made in the UK
- Translation fees. Translators fees usually start from £60 for translation of a single page of text (with translator's certificate of accuracy) and increase on pro-rata basis. These fees may attract VAT at 20% if arranged in the UK
- Interpreter fees. Our clients do not usually require interpreters. If we consider an interpreter is required we will discuss this with you at an early stage and advise on likely costs. You may provide your own interpreter if desired. These fees may attract VAT at 20% if made in the UK
- If there is an interview and we attend with you there will be additional disbursements in respect of our travel expenses. These fees will attract VAT at 20%

## 10. Key stages

The range of fees set out above is intended to address the typical stages in making such applications. These include:

- Discussing your circumstances in detail and confirming whether this is the most appropriate application for you to make and what other options may be available to you
- Giving you advice about the requirements of the Immigration Rules and whether you meet the criteria
- If you do not fulfil certain criteria whether this can be overcome and how
- Where necessary, helping you obtain further evidence (such as bank statements, employer letters and references)
- Preparing your application and submitting it on your behalf
- We would usually anticipate that the above stages would be completed within 3 weeks but we will agree a timetable with you dependent on your current immigration status, any immigration expiry dates, travel plans, any adverse factors (such as previous breach of the Immigration Rules or any civil penalties or criminal convictions) and the immigration application to be submitted.
- Booking an appointment for biometric enrolment (fingerprint scan and digital photograph) and uploading supporting documents
- Dealing with any correspondence with the Home Office regarding your application once it has been submitted
- Giving you advice about the outcome of the application and any further steps you need to take
- The timing for the above stages will be dependent on both local appointment availability and Home Office processing times. These vary significantly throughout the year but we will be able to advise on current estimated processing times. You can also view the Home Office Service Standards (target times for completion of immigration applications) here [About our services - UK Visas and Immigration - GOV.UK \(www.gov.uk\)](https://www.gov.uk/about-our-services-uk-visas-and-immigration). Please note that the Home Office do not always meet their own Service Standards.

## 11. Who will carry out the work?

Immigration advice is provided by Julia Jackson – Consultant. Julia qualified as a solicitor in 1994 and has specialised in immigration and nationality law since that time.