

Example (hourly rate): The preparation and submission of an application for leave to remain / entry clearance under the Immigration Rules (non-business/non-investment)/ EEA matters / British Nationality

Peter Lock's hourly rate: £450 plus £90 VAT

On average, this type of work in a standard case application takes between 6 - 12 hours to complete. Particularly complex cases take longer. The work will involve:

- 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 British Nationality law and the supporting evidence you must provide, which we anticipate will take 2 to 4 hours;
- considering the supporting evidence you provide and whether you meet the criteria under the law; which we anticipate will take 2 to 4 hours *;
- where necessary, helping you/advising you to obtain further evidence;
- if you do not fulfil the Home Office standard criteria, to advise on whether this can be overcome and how. The amount of time this could take will depend in each case on its own circumstances;
- preparing your application and submitting it on your behalf, which we anticipate will take 2 to 4 hours; and
- informing you of the outcome of the application.
- We charge for photocopying/printing/scanning the application bundle at £0.40 per side (costs will depend on the size of the application bundle) and Special Delivery postage (costs will depend on weight) to the Home Office and to you. This is usually about £200 plus 20% VAT.
- If we are instructed to make certified true copies of passports, we charge for 6 minutes of our time per passport certification.

*the amount of hours depends on the number of documents, the type of documents, whether they need to be translated, whether anything is missing and how long it will take to guide you on obtaining the missing documents.

What is not included in this costs example is (see below #).

Disbursements (not included in costs set out above): All costs charged by the UK Government.

In conventional cases if you are able to provide sufficient evidence at the outset (either at our first meeting or immediately after we have advised you on the standard documents the Home Office requires under the law) and clearly meet the applicable law, the cost is likely to be at the lower end of this range.

There are factors that may affect the cost of an immigration matter, such as whether it is a first-time application or extension, there are multiple dependants (e.g. several children), the language of the client, the number of supporting documents or witnesses, possible attendance at a Home Office interview, if expert evidence (e.g. medical / independent social worker etc) is required and whether it is a fast tracked / premium application.

The costs examples indicated here do not include:

- Any UK Government charges for making the application. You can read what the UK Government requires to be paid to on its UKGov website. You will pay this to the UK Government directly as part of the application process.
- Attendance at a Home Office interview. If the Home Office asks you to attend an interview, advice and assistance (and the possibility of us attending with you). This could be between 1 and 10 hours of work depending on the complexity of the issues and whether you instruct us to attend with you.
- Where the Home Office refuses your application, advice and assistance in relation to any right of administrative review (if there is one), right of appeal to the Tribunal (if there is one) or grounds to pursue a Judicial Review.
- Any steps beyond lodging the application and reporting the result. It would not include instructions from you to spend time on, for example, chasing the Home Office during the application, any variation of the application (i.e. to a new type of application), additional documents that you might wish to submit to the Home Office, any Appeal/Administrative Review that might need to be brought etc. Where any list of dates of absences from the UK is required by the Home Office in an application, it is your responsibility to provide us with an accurate and fully cross-referenced list (it is not our responsibility to prepare that initial list from your passport stamps etc – we will check your list once we see it from the corroborating evidence you provide).