



This information sheet shows our likely range of costs acting for an **employer** defending a claim for wrongful or unfair dismissal.

### Our fees

A Tribunal claim can be a very daunting process and we appreciate that you will want to have some certainty on how much the costs will be before instructing us.

The information below is to give you some idea on what the likely costs of representation will be.

Hourly rates:

Our hourly rates are £210 plus VAT (20%)\*. Where hourly rates are charged it will depend on the complexity of the matter and we will give you an estimate of how many hours work is involved at each stage.

### Employment Tribunal - Information on costs

The table below sets the fee range for Tribunal claims. The ranges vary depending on the complexity of the case, the length of the hearing and the likely time scales the claim will run for.

Complexity	Fee Range	Timescale	Hearing length
Simple	£6000 - £8000 Plus VAT (20%*)	Up to 1 year	One day
Medium	£8000 - £17,000 Plus VAT (20%*)	1 to 1.5 years	Two to three days
High	£17000 - £60,000 Plus VAT (20%)	1.5 to 2 years	3+

### What is included

- Taking initial instructions, reviewing papers and advising on the merits of your defence
- Drafting and filing form ET3 (response form/defence) when a claim has been made against you
- Compiling list of documents, exchange of documents and preparation of bundle
- Drafting witness statements
- Preparation for a hearing

### Disbursements

These are costs related to your case which include costs payable to third parties (e.g counsels fees). In relation to counsel's fees we would usually require you to make a payment on account of these costs to us and we will then pay on your behalf.



Counsel's fees for unfair dismissal or wrongful dismissal are usually between £1,500 to £3,000 plus VAT (20%\*), depending on the experience of the advocate and complexity of the matter.

However there are circumstances which make a matter more complex which are likely to cause an increase in our fees.

**Factors that could make a case more complex include:**

- If it is necessary to defend applications, or to provide further information about the defence
- Defending claims that are brought by unrepresented claimants
- Defending a costs application
- Complex preliminary issues such as whether the claimant is disabled The number of days that the hearing is listed for
- The number of witnesses and documents
- If it is an automatic unfair dismissal claim, for example if the claimant is alleging whistle blowing
- Allegations of discrimination that are linked to the dismissal

**Further Charges**

If any additional stages are required they may increase the likely costs listed above and will be additional costs to your case. Such stages include but are not limited to:

- Judicial mediation/judicial assessment
- Attending the Tribunal Hearing with the Barrister
- Preparing for and attending a remedies hearing if one is listed as a separate hearing
- Assisting a Barrister with any appeal

**Key Stages**

The fees set out above cover all the likely costs in relation to the following key stages of defending the claim:

- Taking your initial instructions, reviewing the papers, advising you on the merits of your defence and likely compensation (which will be revisited throughout the case and will be subject to change)
- Preparing the response/defence
- Exploring and negotiating settlement
- Considering a schedule of loss
- Preparing for and attending a Preliminary Hearing Case Management Conference (directions hearing)
- Exchanging documents with the other party
- Taking witness statements, drafting and agreeing content with witnesses
- Preparing and agreeing a bundle of documents
- Reviewing and advising on the other party's witness statement/s
- Preparing and agreeing a list of issues, a chronology and/or cast list
- Preparation for the hearing, including instructions to Counsel



Of course a case can be settled at any point and may not go to Tribunal. If some of the stages above are not needed or relevant then the fees may be reduced.