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## Fees, Expenses and Terms for 2017

Task	Fee or Charge
Initial consultation -- 30 minutes	No charge
Telephone discussions with Solicitors	£75.00 per hour
Meetings/Interviews with Solicitors/Clients	£85.00 per hour
Visits to locations etc.	£85.00 per hour
Reading papers, reviewing cases, research	£85.00 per hour
Meetings with Counsel	£85.00 per hour
Writing reports and answering questions arising from reports <b>NB: In respect of the above, periods of less than 1 hour will be charged at £10 per 10 minutes or part thereof.</b>	£85.00 per hour
Travelling and waiting	£40.00 per hour
Attendance at Court (Includes hearings and tribunals)*	£800.00 (per day)

Expenses	Fee or Charge
Travel by car	60p per mile
Travel by rail -- Second Class**	cost
Travel by air -- Economy Class***	cost
Essential overnight accommodation (In United Kingdom)	£210 per day (max)
Postage	cost

***NB. Time spent travelling by car; rail or air will be charged at the appropriate rate -- See Fees and Charges above. Other than accommodation costs, no charge will be made for down time spent overnight unless justifiable and essential work relevant to the case is undertaken during the down time or overnight period.***



## Terms and Conditions

1. All of the above fees and expenses will be charged from the date that official written instructions are agreed and received from instructing Solicitors, representatives, authorised persons or organisations.
2. All fees will be charged to the initial Instructing Solicitor, representative, authorised person or organisation who will be responsible for payment
3. Accounts will be submitted at regular periods as each reporting phase is completed.
4. Account payments to be remitted within 21 days.
5. Non-payment of fees may result in cessation of further involvement.

**Courts and Hearings (See above) -- Other than Criminal or Coroners Courts\***If, subsequent to any verbal or written notification that I am to attend Court on a particular date it becomes evident that I will not be required to attend for any reason, I must be notified at the earliest opportunity. Any expenses such as deposits for hotel bookings etc. will be charged.

1. If I receive less than 5 days notification my fee will be £500 plus incurred expenses such as deposits for hotel rooms etc.
  2. If I attend Court and the matter is resolved or settled on that day prior to the case being heard formally, a charge of £800 (daily rate) plus expenses will be applied. Travel by rail or air (See above)
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1. \*\*In the event that I travel by rail and am required to carry out justified and essential work relevant to the case or matter in hand, First Class Rail travel will be used and the appropriate costs claimed.
  2. \*\*\*In the event that I travel by air and am required to carry out justified and essential work relevant to the case or matter in hand, Business or First Class Air travel (subject to availability) will be used and the appropriate costs claimed.

## Miscellaneous

1. If I am instructed in a matter that requires me to travel away for an extended period whereby the above rates cannot be applied. A special contract may be agreed in writing beforehand between the instructing Solicitor, representative, and myself authorised person or organisation that will be responsible for any supplementary costs.
2. If for any reason a variation in the above terms is necessary, this must be agreed in writing with the person(s) instructing me prior to the commencement of my involvement.

