

## PRICE INFORMATION

To ensure our clients, current and future have the information they need to make informed choices about the services offered by Gherson LLP, we set out below a guide to our prices. As a specialist immigration firm, we undertake the broadest range of immigration work, and this guide deals largely with the work that we undertake on behalf of members of the public. We also provide immigration services to businesses and not all of those.

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The scope of our services includes assistance with Asylum and Human Rights applications, Extradition and Sanctions work. We are also instructed in highly specialised applications, which often fall outside of the Immigration Rules, and we are not able to provide those costs in a guide such as this.

Depending on the type of application and the client's circumstances, we may offer a fixed fee or an hourly-rated quotation for our costs. The information below relates to both these circumstances.

The circumstances of each individual applicant are unique, and it is very difficult to provide a single price which would cover all eventualities, so when considering whether you would like to engage our services for any of the applications set out in the guide below, it is essential to take careful note of the following information:

### **Value Added Tax (VAT)**

All prices quoted exclude VAT. This is charged at the prevailing rate (currently at 20%) and is payable on our fees and on most expenses which we are likely to incur on your behalf. There may be some situations in which VAT is not payable. We can provide guidance on this; however, you are advised to seek your own independent tax advice in this regard.

### **What is included in the prices in the guide?**

These figures represent our professional fees, in other words, this is the amount that we will charge for the legal work that our firm will undertake on your case.

Due to the individual nature of each application, the services provided to each client may differ. Generally, in each standard application our services will involve advising you about the relevant law and procedures, preparing the application for submission, liaising with you and third parties (where necessary) on your behalf and generally dealing with the matter until a decision is reached on the application.

## **What is not included in the prices in the guide**

Any costs which we may incur on your behalf are not included in our professional fees. These can include, but are not limited to the following:

- Payments made to the Home Office on your behalf, such as application fees, Immigration Health Surcharge, submission costs etc.;
- Payments made to the UKVI on your behalf, such as application fees, Immigration Health Surcharge, submission costs etc.;
- Payments made to third parties on your behalf, such as HM Revenue & Customs, HM Passport Office or the Land Registry etc.;
- Counsel's fees. In the event of us seeking the advice of a Barrister (Counsel), you will be liable for their fees which vary depending on seniority. We will discuss with you options and costs in relation to Counsel before instructing them on your behalf and we shall keep you informed as to the hourly rate of any barristers that are instructed in your matter;
- Preparing Schedules of Absences from the UK;
- Fees payable to Courts or Tribunals;
- External translation fees;
- Costs of Experts or Agents instructed on your behalf;
- Non-routine postage charges and courier charges;
- Travel and meeting expenses.

We also charge for other services that we can provide on your behalf. These may include:

- Photocopying and print room services;
- Bank charges;
- Document Certification Fees.

If any translation work is required to be done on your matter, in-house translation work will be charged at an hourly rate of £65.00 plus VAT per hour and £85.00 plus VAT per hour for any translation done outside of our normal working hours

There may be an additional charge of £150 plus VAT for a representative of Gherson LLP to attend with you at the Home Office's Public Enquiry Office or Overseas Visitors Records Office (for Police Registration) in the UK, if applicable

Finally, you will also be charged on a time-spent basis and in accordance with the relevant hourly rates, for work undertaken to ensure, in relation to you/your matter, that Gherson is in compliance with all relevant anti-money laundering and sanctions regulations and for the search, retrieval and return of documents relating to your matter that you may request, or that Gherson is legally required to provide to a third-party (other than to a regulator of Gherson's work or our insurer).

Please note that the guide below sets out the prices for different types of immigration applications, but individual circumstance may call for a combination of applications or for some intervention in advance of the application. We will advise you about this and the anticipated cost. As your matter progresses, should it become clear that further costs may be necessary, we will provide an update at the earliest opportunity. The fees quoted below are for standard applications, except where specified. More complex matters will attract higher fees, but we will always advise you of this.

**Estimates and quotations**

We do offer fixed fees for the majority of the work that we provide, and these are indicated as such in this guide. A fixed fee is an agreed fee, which will not be varied up or down, and is not dependent on the application being successful. As set out above, any disbursements or expenses (costs that we incur on your behalf or for the purposes of carrying out our work) are payable in addition to our fees. In the event of your instructions being withdrawn prior to the submission of the application, the fixed fee, together with any disbursements and expenses, will remain payable in full.

We also work on an hourly rate basis. Depending on the work you instruct us to do, we may charge by the hour. The rate that we charge, or bill, per hour is dependent on the seniority and expertise of the person undertaking the work. It may be cost effective to have a range of people on differing rates working on your matter, having more junior people doing the basic, routine work and a more qualified person making the strategic decisions and overseeing the work of the juniors. Below is a guide to the hourly rates we charge for people of differing seniority and expertise.

**Hourly rates**

Senior Partner	£850 – £1,000 plus VAT
Partners and Senior Solicitors	£400 – £800 plus VAT
Senior Consultants	£250 – £425 plus VAT
Solicitors	£300 – £400 plus VAT
Consultants	£250 – £300 plus VAT
Trainee Solicitors	£250 – £300 plus VAT
Paralegals	£150 – £200 plus VAT
Media Researchers	£150 plus VAT
Translators	£65 – £85 plus VAT
Interpreting	£85 plus VAT

At the start of each instruction, we will provide an estimate of how many hours we expect to spend working on your matter and we will give you an estimation of the cost.

It is always difficult to accurately gauge the costs of a case where we charge by the hour, as this can vary depending on new information for example, underlying issues, complexity of the matter. In these cases, we will try to provide you with estimates for each stage. Where we provide an indicative fee range or estimate, it operates as a guide and not a cap. Estimates will be based on a number of assumptions, and if we encounter unforeseen work or complexity, this may cause our fees to increase above any fee range or estimate provided. You must not consider them to be maximum or fixed-fee quotations.

We will give you the best information we can about the likely overall cost of the matter at the outset and at other appropriate times. We will always inform you of who will be working on your case and their hourly rate. Please note, we record and charge for our time in 6-minute increments.

Details of the experience and qualifications of people carrying out the work on your matter can be found on the pages of this [website](#) dedicated to our team.

### **Factors which could increase the overall cost of your case**

This applies where a fixed fee is quoted or where the amount charged is based on the hourly rates of the people doing the work for a standard application. Some examples are:

- Unexpected circumstances in your immigration history, personal circumstances or financial status which we were not aware of at the outset;
- Delays in obtaining information requested;
- Information provided being inaccurate, out of date, inadequate or requiring translation; or
- Where there are short deadlines.

More complex applications may attract higher fees, and we will always advise you on this.

### **Factors which could decrease the overall cost of your case**

This applies where a fixed fee is quoted or where the amount charged is based on the hourly rates of the people doing the work. Some examples are:

- Where we have undertaken work on your behalf in the past and your immigration history is familiar to us; or
- Where we do multiple applications for the same organisation or family; or
- Where you can provide sufficient evidence at our first meeting and clearly meet the applicable Immigration Rules.

## A GUIDE TO OUR FEES

We have set out this guide as simply as possible, explaining the applications with as little legal jargon as possible, but still retaining the descriptions of the applications used by the Home Office for ease of reference. Please note that you must always seek legal advice to determine whether or not you are eligible to make an application in any of the categories set out below.

### Type of Case – Guideline Fees

**Initial Consultation:** £350 – £500 plus VAT (price of consultation may be deducted from professional fees if further instruction is made).

#### Investor applications (closed category)

**Extension:** £8,250 – £12,750 plus VAT

**Leave to remain:** £12,250 - £18,250 plus VAT

**Points-based system dependant – per dependant:** £1,750 plus VAT for the first dependant, then £750 plus VAT for any further dependant applying at the same time. (Applying separately from £3,250 plus VAT)

#### Innovator Founder and Start Up applications

**Entry Clearance / In-Country Switch:** £6,250 – £15,250 plus VAT

**Extension:** £6,250 – £10,250 plus VAT

**Indefinite Leave to Remain:** 10,250 – £15,250 plus VAT

**Dependant – per dependant:** £1,750 plus VAT for the first dependant, then £750 plus VAT for any further dependant applying at the same time. (Applying separately from £3,250 plus VAT)

#### Entrepreneur applications (closed category)

**Extension:** £15,250 – £18,250 plus VAT

**Indefinite Leave to Remain:** £15,250 – £18,250 plus VAT

**Points based system dependant – per dependant:** £1,750 plus VAT for the first dependant, then £750 plus VAT for any further dependant applying at the same time. (Applying separately from £3,250 plus VAT)

#### Sole Representative (closed category)

**Extension:** £8,250 – £12,250 plus VAT

**Indefinite Leave to Remain:** £10,250 – £15,250 plus VAT

**Dependant – per dependant:** £1,750 plus VAT for the first dependant, then £750 plus VAT for any further dependant applying at the same time. (Applying separately from £3,250 plus VAT)

### **Global Talent**

**Entry Clearance:** £8,250 – £10,250 plus VAT

**Extension:** £6,250 – £8,250 plus VAT

**Indefinite Leave to Remain:** £8,250 – £12,250 plus VAT

**Dependant – per dependant:** £1,750 plus VAT for the first dependant, then £750 plus VAT for any further dependant applying at the same time. (Applying separately from £3,250 plus VAT)

### **Sponsor Licence**

**Initial application:** £7,250 – £12,250 plus VAT

### **Skilled Worker**

**Entry Clearance:** £2,600 – £3,750 plus VAT

**Extension In-Country Switch:** £2,600 – £3,600 plus VAT

**Indefinite Leave to Remain:** £4,250 - £6,250 plus VAT

**Dependant – per dependant:** £1,750 plus VAT for the first dependant, then £750 plus VAT for any further dependant applying at the same time. (Applying separately from £3,250 plus VAT)

### **Senior or Specialist Worker**

**Entry Clearance:** £2,600 – £3,750 plus VAT

**Extension:** £2,600 – £3,600 plus VAT

### **UK Expansion Worker**

**Entry Clearance:** £2,750 – £3,750 plus VAT

**Extension:** £2,250 – £3,250 plus VAT

### **Secondment Worker**

**Entry Clearance:** £2,950 – £3,950 plus VAT

**Extension:** £2,600 – £3,600 plus VAT

### **Service Supplier**

**Entry Clearance:** £2,600 – £3,750 plus VAT

**Extension:** £2,600 – £3,600 plus VAT

### **Graduate Trainee**

**Entry Clearance:** £2,600 – £3,750 plus VAT

**Extension:** £2,600 – £3,600 plus VAT

### **Minister of Religion**

**Entry Clearance:** £2,600 – £3,750 plus VAT

**Extension:** £2,600 – £3,600 plus VAT

### **International Sportsperson**

**Entry clearance:** £3,750 – £5,750 plus VAT

**Extension:** £3,250 – £4,750 plus VAT

### **Temporary work visas**

**Entry Clearance:** £3,250 – £5,250 plus VAT

**Extension** (where possible): £2,250 – £5,250 plus VAT

### **Family members of British Citizens**

**Fiancé Visa:** £5,250 – £8,250 plus VAT

**Entry Clearance:** £5,250 – £8,250 plus VAT (Child from £3,250 plus VAT) In Country Switch: £5,250 – £8,250 plus VAT (Child from £3,250 plus VAT) Extension: £5,250 – £8,250 plus VAT (Child from £3,250 plus VAT)

**Indefinite Leave to Remain:** £5,250 – £8,250 plus VAT (Child from £3,250 plus VAT)

### **Residing in the UK as a European Economic Area (EEA) national or family member of an EEA national**

**EU Settlement Scheme:** Available if you are a family member of an EEA national wanting to enter the UK: £3,250 – £7,250 plus VAT

**EU Settlement Scheme: Standard Pre-settled/Settled Status:** £2,250 – £3,750 plus VAT

**EU Settlement Scheme: Discretionary Pre-settled/Settled Status:** £5,250 – £8,250 plus VAT

### Turkish Businessperson (closed category)

**Indefinite Leave to Remain:** £12,250 – £15,250 plus VAT

### Students – over 16 years old

**Entry Clearance:** £2,750 – £4,750 plus VAT

**In-Country Switch:** £2,750 – £4,750 plus VAT

**Extension:** £2,750 – £4,750 plus VAT

### Students – aged between 4 – 17 years old

**Entry Clearance:** £3,750 – £5,750 plus VAT

**In-Country Switch:** £3,750 – £5,750 plus VAT

**Extension:** £3,750 – £5,750 plus VAT

**Parent of a Child at School:** £5,250 – £8,250 plus VAT

### Graduate Visa

**In-Country Switch:** £2,250 – £4,250 plus VAT

### Visiting the UK

*If you are visiting the UK for any purpose (such as leisure or business), you may require a visit visa to enter the UK*

**Visit Visa:** £3,250 – £6,250 plus VAT

### Overseas Domestic Worker

**Entry clearance:** £5,250 – £8,250 plus VAT

### Ancestry visa

**Entry Clearance:** £5,250 – £6,250 plus VAT

**Extension:** £3,250 – £4,250 plus VAT

**Indefinite Leave to remain:** £5,250 – £6,250 plus VAT

**Dependant – per dependant:** £1,750 plus VAT for first dependant, then £750 plus VAT for any further dependant (applying at the same time; applying separately from £3,250 plus VAT)



### **Youth Mobility Scheme**

**Entry Clearance:** £3,250 – £3,750 plus VAT

### **Adult who is cared for by a relative in the UK**

**Adult Dependant Relative – Discretionary:** £10,250 – £15,250 plus VAT

### **Indefinite Leave to Remain – Long Residence**

**Indefinite Leave to Remain – 10-year route:** £5,250 – £10,250 plus VAT

### **Right of Abode**

**Initial Application:** £3,750 – £5,250 plus VAT

**Transfer:** £2,250 – £5,250 plus VAT

### **Returning Resident**

**Entry Clearance:** £6,250 – £9,250 plus VAT

### **British Citizenship**

**Naturalise as British Citizen:** £3,250– £6,250 plus VAT

**Register a child as a British citizen:** £3,250 – £6,250 plus VAT

**Complex and discretionary British citizenship applications:** £6,750 – £8,750 plus VAT

**Application under the BNO Scheme:** £2,250 – £5,250 plus VAT

### **Translation**

**Standard Birth/ Marriage/ Divorce Certificates:** £65 plus VAT

**Passport pages:** £65 plus VAT

## SERVICE INFORMATION

Our Client Care Letter will set out when our fees are due, and when you will have to pay the Home Office fees. In most cases you will pay those fees to us, and we will pay them to the Home Office on your behalf.

It is important to note that our Client Care Letter clearly sets out the scope of the work we have agreed to do for you and the price quoted is for our services up to the point that a decision is made on your application. If your application is refused, or if there are further steps you would like us to take, we will provide you with a further quotation for those services.

The Client Care Letter will also set out all the other terms of our arrangement with you and wherever possible, we will also provide you with an estimate of how long it will take to prepare your application and how long the Home Office may take to make a final decision on your application.

### **What services are included within the displayed price?**

- Discussing your circumstances in detail and confirming which is the most suitable application for you and what other options may be available to you, based on the information you have provided us with;
- Providing advice and assistance about the relevant requirements and procedures of the Immigration Rules and whether you appear to meet the criteria;
- If you do not fulfil the criteria, whether this can be overcome, and how, and the likely time and cost involved in this;
- Considering the supporting evidence provided. Depending on your circumstances and the information provided, in hourly-rated cases this can increase the cost;
- Where necessary, helping you obtain further evidence (such as medical records, the opinions of experts or your previous immigration history by means of a Subject Access Request). The costs associated with obtaining this evidence are usually in addition to any fixed fee or hourly-rated estimate we may provide;
- Preparing your application and submitting the application on your behalf. Please note that any Home Office Application fees, submission fees or booking fees are not included within our costs guide.

## **Providing advice about the outcome of your application and any further steps you may need to take**

If your application is unsuccessful, or if you need to make further applications or submissions in order to achieve your aim, we will advise you on those costs before undertaking any further work on your behalf. To be clear, the costs of appeals, administrative or judicial reviews are not included in the price guide provided below.

## **Estimating the time your application will take**

We will always provide you with our estimate of how long it will take to prepare your application for submission. This will be dependent on various factors, such as complexity of the matter, number of applicants/dependants or evidence required. Generally, a typical application will be prepared within 1 – 3 weeks of receiving the information required. This can vary, of course, and should we foresee that the process will take longer than initially anticipated, we will keep you updated at all times. Please note, that we will also advise on the Home Office processing times, however, this will depend on the application submitted and method of submission.

## **The stages of an application**

Every application is different and each client's circumstances are unique. This makes it difficult to provide an exact overview of an application, however, to give our prospective clients an idea of what they can expect, we have set out some guidelines below. Not every case follows this format, as short deadlines or exceptional immigration history or circumstances can extend or curtail these stages.

## **Contacting our office to arrange a meeting:**

You can telephone our office and ask to speak to a solicitor about your immigration matters and to arrange to meet. If we think we can be of assistance, we will invite you to our office to discuss your case with us. Once you have met with us, there is no obligation to instruct us to take your case any further if you do not wish to.

## **Initial consultation:**

If you prefer, you can arrange to have an initial consultation. These meetings are charged for, and the price is in the guide. The range of price is dependent on the seniority of the professional who meets with you. At the initial consultation we will give you comprehensive verbal advice about your case and make recommendations as to how you should proceed, we will also give you an indication of what we will charge you to do the work. Again, you are not obliged to engage our services if you do not want to. If you do decide to instruct us, we will deduct the cost of the initial consultation from your overall professional fees.

### **Client Care Letter:**

If you do decide to engage our services, we will provide you with a Client Care Letter and our Terms of Business, setting out the terms of our arrangement with you. This will include what we have agreed to do for you, who will work on your case, the likely costs involved, as well as details about what other costs you may incur. We will ask you to sign and return to us the **Confirmation of Instructions** document. If someone else will be paying your fees, we will ask you to provide their details and proof of their identity.

Once you have instructed us and we have accepted your instruction, we are bound by our professional obligations, including confidentiality, and we may not communicate anything you have told us to anyone else without your permission.

### **Timing:**

At the outset we will advise you of the likely time frames of your application. The Home Office does publish guidelines about how long they take to process various types of applications, but these are only guidelines. We will advise you, based on our experience, how long the Home Office usually takes to make a decision on the kind of application you have instructed us to make. Based on our experience, we will advise how long it is likely to take us to prepare your application and the factors which may speed up or delay that process.

### **Information we will require from you**

Initially we will ask you to provide us with information so we can identify who you are. You will need to provide us with photographic proof of your identity and proof of your current address. Depending on your circumstances, we may require further information from you.

### **When our fees are payable**

For fixed fee matters, our professional fees, as well as the anticipated Home Office fees and any other fees which we have told you about, will usually be payable at the start of your matter. We can discuss this with you and make arrangements to suit your circumstances and the time frames of your matter.

On hourly-rated cases, we will ask you to pay us an amount to be held in anticipation of our fees and costs we may incur on your behalf. This is held in our Client Account, and we will inform you before we take any of this to settle our professional fees.

### **When the Home Office fees are payable**

Home Office fees and any other fees (for example, medical expert, barristers, translation) must be paid before we book your appointment with or submit your application to the Home Office.

### **Unpaid fees or costs**

If you do not pay all the fees and costs associated with your application, we may decline to submit your application. If we do submit your application and there remain fees and costs outstanding at the conclusion of your matter, we are entitled to retain your documents, including originals, until all our fees have been settled.

### **Advice on your case**

Depending on what you have instructed us to do, or the type of application, or your particular circumstances and the time frames, we may provide you with a letter setting out our advice to you and our recommended course of action.

### **Further information we will require**

We will ask you to provide us with the information we need to start doing the work you have instructed us to. The Home Office is very prescriptive, and we will have to obtain the information they require in precisely the format specified. As a result, we may need to ask you for more information, depending on what you have provided to us and its particular relevance. The speed with which you provide us with the information we ask for, and its accuracy, will have the most significant impact on the timing of your case and how long it takes us to prepare and finalise your application.

### **Clarification or additional evidence based on the information provided**

The Immigration Rules and policies are constantly changing, and as we prepare your matter and complete the application forms, it may become apparent that we require information or details which we had not asked you for before. Again, the speed and accuracy with which you are able to provide these will impact on how quickly we can complete the work.

### **Draft application form**

Where applicable, we will complete the application form on your behalf, and we will ask you to confirm that all the information on the form is accurate. This is your responsibility, and if there are any errors or omissions, or information which is incorrect (for example you have not advised us of a criminal conviction or previous immigration refusal), it is up to you to ensure that this is correct.

The consequences of providing incorrect information can be severe, and we set out further details about this in our Terms of Business.

### **Final application form:**

We will prepare a final application form and ask you to confirm that this is correct before we submit this on your behalf. Again, we stress the importance of ensuring that this information is absolutely accurate.

### **Covering letter:**

Depending on your application, we will usually prepare a covering letter to be submitted with the documents we are required to provide in support of your application. This letter will be provided to you in draft for you to check as well.

### **Creating the bundle:**

We will create a bundle of the documents we are required to submit in support of your application. In some circumstances, these may have to be original documents or certified copies of originals.

### **Biometrics:**

In some circumstances, you may be asked to submit your biometrics. This means that you will need to go to one of the appropriate centres and provide your fingerprints. Your signature and a digital photograph will also be taken.

### **Home Office Interview:**

Some applications require that you have an interview with the Home Office or that the application is submitted in person. Depending on the type of application, there are various methods of submission, all taking different lengths of time and with different associated costs. This may include postal applications, Priority Service and the Super Premium Service.

At the outset of your matter, we will tell you which of these is available to you, depending on your particular application and circumstances, and the likely costs. We will discuss this with you, and we will agree which option we will select depending on time and cost.

**Outcome:**

The Home Office will usually advise us directly about the outcome of your application and where applicable will usually send your passport, or biometric permit, or other documents to us. We will advise you as soon as we have this and make arrangements as to how to get this to you.

**Your obligations:**

Depending on the application and the status you have been granted you may be obliged to take further steps, for example, registering with the police or collecting your biometric residence permit from the post office. We will advise you about this. We will advise you of the consequences of not meeting these obligations.

**Further steps:**

We will also tell you about any expiry or renewal dates which are applicable, and what steps you will need to take to make sure you meet these dates. We will advise you of the consequences of not meeting these dates

**Your further application:**

We will advise you if and when you will be able to make any further applications, for example, an application for nationality, or a first British passport. We will also tell you what our likely costs of submitting any further application on your behalf will be.

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