



Employment Tribunals: Pricing Information

To comply with our regulatory obligations, we have set out below information about typical legal costs in bringing and responding to wrongful and unfair (including constructive unfair) dismissal claims. **However, please bear in mind that every claim is different.** Please contact us to discuss the likely costs that will be incurred in your case. No charges will be incurred until we have provided you with an estimate of the likely legal costs and you have instructed us that you wish to proceed.#

How do we charge?

All employment tribunal claims are conducted by our highly experienced and specialist employment team.

Legal costs in dealing with employment tribunal claims comprise two aspects:

1. Solicitor Costs
2. Disbursements payable to third parties

Solicitor Costs

Our fees are calculated based on the following hourly rates:

Partner	£330 plus VAT
Legal Director	£275 plus VAT
Senior Associate	£250 plus VAT
Associate	£220 plus VAT
Solicitor	£175 plus VAT
Trainee Solicitor	£125 plus VAT
Paralegal	£110 plus VAT

As every case is different, we are unable to provide a fixed quotation for dealing with the entirety of a particular kind of claim. This is primarily because legal fees will vary greatly if a claim settles quickly (i.e. a few days or weeks after Acas has been notified of a claim or proceedings have begun) than if the outcome is determined by a judge at a full hearing (which could take anywhere up to 18 months, depending upon the complexity of the case and the capacity of the employment tribunal to deal with it).

In certain circumstances, you may not require full representation with the entirety of the claim and only wish to receive expert advice in relation to a discrete issue (such as drafting a schedule of loss or a witness statement). In these instances we are able to offer a **fixed-fee** service, tailored to your particular requirements.

Disbursements

Disbursements are costs payable to another organisation which we incur on your behalf as your agent.

Typical disbursements incurred in an employment tribunal claim include a barrister's fee for attending a hearing as your advocate or the cost of obtaining a medical report (for example in relation to establishing whether a claimant has a disability). Expert costs often vary substantially depending upon experience and expertise. We will be responsible for sourcing and instructing an appropriate expert on your behalf if required.

Before incurring a disbursement we will always obtain a quote for the cost. No disbursements will be incurred without your express authorisation.

Other funding methods

Before commencing work we will assist you with checking whether you have any pre-existing **insurance** cover that could contribute to or completely cover your legal costs.

Employers who are signed up to our legal support packages have the option to take out an annual insurance policy to cover all legal costs in defending a claim and the cost of an employment tribunal award.

Please note that we do not offer damages based (also known as no-win, no fee) agreements.

Cost Recovery

You should be aware that, you are unlikely to recover your legal costs if you are successful in the employment tribunal proceedings. We will provide you with detailed advice in relation to the recovery of costs, should it be applicable to your matter.

Stages of an Employment Tribunal Claim and Costs Illustrations

We have included below some examples of the typical costs likely to be incurred in wrongful and unfair dismissal claims that do not settle prior to hearing.

These examples are for illustrative purposes only and should not be construed as fixed cost quotations.

The estimates cover all of the work in relation to the following key stages of a claim. These are envisaged to be as follows:

Pre-Action

- Taking your initial instructions, reviewing papers and advising you on merits and likely compensation at the outset and throughout the duration of the case.
- Entering into pre-claim conciliation to explore whether a settlement can be reached.

Beginning Claim or Response

- Preparing a claim form (ET1) or response form (ET3) and full legal basis of your claim or response.
- Reviewing and advising on claim or response from the other party.
- Exploring settlement and negotiating settlement throughout the process.
- Preparing or considering a schedule of loss; preparing comments and/or counter schedule if appropriate.

Case Management

- Preparing for and attending a Preliminary Hearing.
- Exchanging documents with the other party and agreeing a bundle of documents.
- Taking witness statements, drafting statements and agreeing their content with witnesses
- Preparing a bundle of documents.
- Reviewing and advising on the other party's witness statements.
- Agreeing a list of issues, a chronology and/or cast list.

Hearing

- Preparation and attendance at a Final Hearing, including instructions to Counsel.

The stages set out above are those required in a typical case. You will only be charged for the work that is required to be undertaken in the case in which you are involved. You may wish to handle the claim yourself and only have our advice in relation to some of the stages. We are happy to tailor our advice to your individual needs.

WRONGFUL DISMISSAL

Complexity of claim	Likely characteristics of a claim in this category	Range of likely solicitor costs (excl. VAT & advocacy costs)	Disbursement Estimate (excl. VAT)
Simple	<i>Claim for unpaid notice pay only; no preliminary hearings; 1 witness on each side; hearing listed for 1 hour.</i>	£3,000 - £5,000	Advocacy Fee: £750 - £1,500
Medium	<i>Claim for unpaid notice pay with other interlinked issues such as non-payment of holiday pay or other amounts owed under a bonus, commission or other incentive scheme; breach of contractual disciplinary or redundancy procedure; no preliminary hearings; maximum of 2 witnesses on each side; hearing listed for 3 hours - 1 day.</i>	£3,500 - £6,500	Advocacy Fee: £1,000 - £3,000
High	<i>Claim of unpaid notice pay with other interlinked issues concerning matters such as discrimination, whistleblowing or TUPE; claim against more than 1 respondent; preliminary hearing(s); multiple witnesses on both sides; hearing is listed for more than 1 day.</i>	£4,000 - £10,000	Advocacy Fee: £1,500 - £3,000 (first day); further days: £750 - £2,000 per day Medical report*

UNFAIR DISMISSAL (INCLUDING CONSTRUCTIVE DISMISSAL)

Complexity of claim	Likely characteristics of a claim in this category	Range of likely solicitor costs (excl. VAT & advocacy costs)	Disbursement Estimate (excl. VAT)
Simple	<i>Stand-alone unfair dismissal claim (e.g. dismissed for conduct reasons with no regard to fair procedure); no preliminary hearings; maximum of 2 witnesses on each side; hearing listed for 1 day.</i>	£5,000 - £10,000	Advocacy Fee: £1,500 - £2,500
Medium	<i>Unfair dismissal claim with other associated issues such as amounts owed under a bonus, commission or other incentive scheme; claim against more than 1 respondent; no preliminary hearings; multiple witnesses; hearing listed for 1 - 2 days.</i>	£7,500 - £15,000	Advocacy Fee: £1,500 - £3,000 (first day); further days: £750 - £2,000 per day
High	<i>Unfair dismissal claim with other interlinked issues concerning matters such as discrimination or whistleblowing; claim against more than 1 respondent; preliminary hearing(s); multiple witnesses on both sides; hearing is listed for more than 2 days.</i>	£12,500 - £30,000	Advocacy Fee: £1,500 - £3,000 (first day); further days: £750 - £2,000 per day Medical report ¹

¹ The cost of a medical report will depend on the expertise of the expert instructed. A GP report is likely to cost in the region of £150 - £250 (excluding VAT). A full report from a consultant could be in the region of £750 - £1,500 (excluding VAT). Medical reports are not a standard requirement for unfair or wrongful dismissal claims. They are most commonly required in cases involving disability discrimination.

Further factors that could make a case more complex and therefore increase the fees include:

- If it is necessary to make or defend applications to amend claims or to provide further information about an existing claim
- Defending claims that are brought by individuals without legal representation
- Making or defending a costs application
- Complex preliminary issues such as whether the claimant is disabled (if this is not agreed by the parties) or claims submitted outside the limitation period
- A large number of witnesses and documents
- Claims which explore a new or unestablished point of law
- If it is an automatic unfair dismissal claim e.g. if you are dismissed after blowing the whistle on your employer
- Allegations of discrimination which are linked to the dismissal
- The claim involves the Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) and/or is against more than 1 respondent
- Where tribunal hearings are postponed late in the day or to not conclude within their allocated hearing window and require a further sitting

