



## **SERVICES FOR BUSINESSES FEE GUIDE**

We provide excellent and specialist legal advice to commercial and business clients, from sole trader, partnerships, SMEs to large companies.

We can provide the following services:

### **Agreements and Contracts**

- Partnership Agreements
- Limited Liability Partnership Agreements
- Shareholder Agreements
- Business Purchase and Sales Agreements
- Terms and Conditions of Business

### **Licensing**

- IP Licences
- Terms and Conditions with various suppliers, NDAs, Reliance letters, Framework Agreements, Appointment letters and advising the business on risks involved;
- Business Policies
- Social Media Agreements and Advertising

### **Intellectual Property**

- IP advice
- Trademarks

We have links with foreign lawyers and agents and can secure protection for IP rights nationally and internationally.

### **Commercial Property**

- Lease of business premises; Lease Renewals and Assignments
- Sale and Purchase of business premises, asset sales and share sales
- Negotiating and documenting Rent Reviews
- Dealing with Schedules of Dilapidation and Licences to Alter
- Commercial Landlord and Tenant Matters



## **Fees and Disbursements**

### **1. Our Fees**

Generally, our fees are based mainly on the time spent by the fee earner and staff acting for our clients.

This includes time spent on interviews; drafting of documents; reading and research; preparing and working on papers and correspondence; telephone calls; and any time spent travelling or waiting while on clients' business.

Time spent is measured and we apply a minimum unit of six minutes to each task.

Our firm's hourly rates are as follows:

- Managing Partner- £340.00 per hour
- Senior Solicitor - £285.00 per hour
- Junior Lawyer - £185- 215per hour
- Paralegal - £185.00 per hour

We will give you a written estimate of the probable cost of the transaction and also of all disbursements which we can reasonably foresee at the start of the transaction. We will notify you in writing if for any reason we feel it necessary to vary that estimate and will explain to you why we need to do so. Any additional work will be charged at an hourly rate and our hourly rates are noted in the engagement letter.

**We may from time to time to carry out certain types of service (such as the preparation of straightforward agreements etc) for a "Fixed Fee." If we have agreed to work on a "Fixed Fee" basis, this will clearly be set out in our Letter of Engagement and this letter will also detail the scope of the work included within the "Fixed Fee". In the event that we are required to carry out additional work which is not covered by the "Fixed Fee" then we will notify you and provide you with an estimate of the costs for the additional work to be undertaken.**

### **2. Disbursements**

Disbursements are payments to third parties which arise as a result of your matter.

You will be informed of the disbursements relevant to your matter upon instructions. Typically, these will include:

- Anti- Money Laundering Check Fees
- Companies House Search Fees
- Land Registration Fees
- IPO Registration Fees
- Court Fees

VAT is payable on certain disbursements.