

Employment

PreLaw

Fixed-fee services, **no hourly rates**.

No VAT charged.

Note: Services marked with * are subject to a £125 monthly rolling fee (retainer), beginning one month after instruction.

Services

For Employees

Service	Description	Fee (£)
Initial Consultation & Advice	Assessment of your circumstances including a review of key documents, tailored advice on potential outcomes, timelines, and next steps. The fee depends on the volume and complexity of documents to be reviewed.	£175 - £250
Employment Contract Review & Advice	Reviewing your existing contract, advising on risks, compliance, and potential amendments.	£200
Settlement Agreement Review	Reviewing a proposed settlement agreement, advising on fairness, compliance, and your best interests. If required, we can assist with negotiating terms.	From £250
Redundancy Advice & Negotiation	Advice on redundancy rights, consultation process, and fair selection. If required, we assist with negotiating redundancy terms.	From £250 *
Disciplinary & Grievance Support	Explaining your rights, reviewing procedural fairness, and helping you respond effectively to disciplinary or grievance processes.	Provided upon enquiry

Employment Tribunal

We combine a Fixed Fee with a Conditional Fee Agreement (CFA) for tribunal cases.

- The Fixed Fee is payable in full (instalments over a few months may be agreed).
- A Success Fee (percentage of any compensation recovered) is also charged, reflecting the additional risk and effort.
- The Fixed Fee is payable even if the case is unsuccessful.

Case Type	Fixed Fee	Success Fee
All Tribunal Cases	£750–£1,250 (payable upfront or by instalments, subject to agreement)	7.5%–15% of compensation recovered (rate depends on the value of the claim)

Estimated Timelines

- **Settlement (Pre-Claim):** 1–8 weeks.
- **Tribunal Cases:** Typically, 6–12 months, depending on scheduling and case specifics.

Note: Court representation is **not** included.

For Employers

Service	Description	Fee (£)
Employment Contract Drafting	Drafting bespoke employment contracts tailored to your business, including probation clauses, restrictive covenants, confidentiality terms, and tailored provisions to protect your interests.	From £250
Redundancy Process Review & Support	Advising on correct redundancy procedures, consultation requirements, and fair selection processes. Drafting documentation	From £300 *

	and, if required, assisting with negotiations.	
Disciplinary & Grievance Support	Advising on best-practice procedures and ensuring compliance with ACAS guidelines. Drafting documentation, guiding investigations, and managing risk of claims.	Provided upon enquiry
Settlement Agreements (Drafting)	Drafting legally binding agreements to end employment relationships on mutually agreed terms, including confidentiality, final payments, and references.	From £350

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