

Being clear about our method of charging

We must make sure that we provide you with the best possible information about how your matter will be priced. We will do this at the start of your case and as your matter progresses. We will provide you with the likely overall cost of the matter and any other costs, such as disbursements.

The preparation and submission of your immigration application will be charged either at an hourly rate or for a fixed fee. This will be agreed at the outset of the matter. There may be occasion where we need to inform you of additional costs. An example of this would be where further work is required after your immigration application has been prepared and submitted. Where possible, we will provide you with the best possible information about our additional costs before further work is undertaken.

Providing advice and representation at the First-tier Tribunal (Immigration and Asylum Chamber) in relation to appeals against Home Office visa or immigration decisions will normally be charged at an hourly rate or for a fixed fee. This will be agreed at the outset of your matter.

Disbursements

Disbursements are costs related to your matter that are payable to third parties. Translator and interpreter costs are examples of disbursements. Where possible, we will provide information about disbursements at the start of your case.

VAT (Value Added Tax)

We will confirm whether VAT is to be applied to your costs. As a UK registered organisation we charge VAT at 20% if you are ordinarily a resident in the UK.

We will confirm whether any fees or disbursements attract VAT and if so the amount of VAT they attract.

Being clear about other funding options

We will consider whether you might be eligible for Legal Aid to fund your advice. We will advise you about your options when we first contact you. Henry Hyams Solicitors do not undertake immigration work under Legal Aid.

Costs information

We will provide you with the best possible information about how your matter will be priced once we have listened to you and understood your individual requirements.

Costs information for Home Office visa and nationality fees and optional premium service fees can be found on the UK Visas and Immigration website

<https://www.gov.uk/government/publications/visa-regulations-revised-table/home-office-immigration-and-nationality-fees-9-november-2022>.

Costs information for the Immigration Health Surcharge can be found on the GOV.UK website

<https://www.gov.uk/healthcare-immigration-application/how-much-pay>.

Information on visa decision waiting times for applications made outside the UK can be found on the UK Visas and Immigration website <https://www.gov.uk/guidance/visa-decision-waiting-times-applications-outside-the-uk>.

Information on visa decision waiting times for applications made in the UK can be found on the UK Visas and Immigration website <https://www.gov.uk/guidance/visa-decision-waiting-times-applications-inside-the-uk>.

Information about the First-tier Tribunal (Immigration and Asylum Chamber) can be found on their website <https://www.gov.uk/courts-tribunals/first-tier-tribunal-immigration-and-asylum>.

Being clear about what services are included

We will provide you with the best possible information about what services are included once we have listened to you and understood your individual requirements.

The preparation and submission of your immigration application will usually involve the following steps:

- Listening to you and understanding what you want to achieve and what your priorities are.
- Identifying any deadlines, the need for urgency or complexities.
- Providing you with clear advice about which application to make.
- Providing you with a list of the documents you need to send with your application.
- Providing you with an assessment of the prospects of success of your application.
- Preparing your application.
- Lodging your application and booking your biometric appointment and any optional premium services.
- Keeping you updated.
- Notifying you of the decision.

Providing advice and representation at the First-tier Tribunal (Immigration and Asylum Chamber) in relation to appeals against Home Office visa or immigration decisions will usually involve the following steps:

- Listening to you and understanding what you want to achieve and what your priorities are.
- Considering the decision to refuse your application.
- Identifying whether the decision attracts a right of appeal.
- Considering your prospects of success on appeal.
- Providing you with clear advice on the appeal process.
- Providing you with clear advice on alternative options.
- Drafting and submitting the appeal.
- Dealing with the case management of the appeal.
- Keeping you updated.
- Preparing your case for the appeal hearing.
- Providing representation before the First-tier Tribunal (Immigration and Asylum Chamber).
- Notifying you of the decision.

Our legal fees and methods of charging

We will provide you with the best possible information about how your matter will be priced.

Fixed fees

In many cases we can work on a fixed fee basis. This means you pay a set amount which does not change with the time the work takes. Examples of the factors we will take into consideration when providing a fixed fee include, how complex your case is and the number of applicants that there will be.

Hourly rate

Work undertaken by us will be charged on an hourly rate which varies depending on the member of staff dealing with your matter. Our lowest hourly rate is £120 and our highest hourly rate is £250. The seniority of the members of staff dealing with your case will depend on its complexity. We will discuss this with you when you instruct us.

Immigration applications

- Applications for naturalisation or registration under the British Nationality Act 1981.

Our fees vary depending upon the issues involved. Factors which could make a case more complex include where there are excessive absences or where issues of good character arise. Individual applications for naturalisation or registration range between £1500 and £3000 plus VAT and disbursements.

- Applications on behalf of European nationals and their family members under the EUSS (EU Settlement Scheme) and EEA Regulations.

Our fees vary depending upon the issues involved. Factors which could make a case more complex include where the application is being made after the deadline for submitting applications under the EUSS has passed. Individual applications under the EUSS start at £1500 plus VAT and disbursements.

- Applications under the Immigration Rules, including:

- Visit visas (for tourism, or visiting friends / family).

Individual applications range between £750 and £3000 plus VAT and disbursements. Factors which could make a case more complex include where there have been previous breaches of the Immigration Rules or where a previous application for a visa has been refused.

- Spouse, civil partner and unmarried partner applications, including fiancé(e)s and proposed civil partners.

Individual applications range between £2500 and £5000 plus VAT and disbursements. Factors which could make a case more complex include where there

have been previous breaches of the Immigration Rules, such as overstaying a visa in the UK or where a previous application for a visa has been refused.

- Applications for work, business or study under the Points-Based System.

Individual applications range between £2500 and £5000 plus VAT and disbursements.

- Dependent relative and family reunion applications.

Individual applications range between £2500 and £5000 plus VAT and disbursements.

- Ancestry visas.

Individual applications range between £1500 and £3000 plus VAT and disbursements.

- Other categories, such as applications on the basis of long residence.

Individual applications range between £2500 and £5000 plus VAT and disbursements.