



FACTSHEET

Employment Law Cases: Cost estimates and key stages

Employment Tribunal: Range of costs

Dealing with the claim form outlining your case (ET1) - £150 + VAT (20%)

Dealing with your response to any claim made against you (ET3) - £150 + VAT (20%)

Dealing with orders to enforce any agreement or judgements to include appearing at a hearing - £300 + VAT (20%)

Dealing with any necessary applications made by you or against you during the course of the litigation - £150-£300 + VAT (20%) (depending on length and/or complexity)

Dealing with bringing or defending claims for unfair dismissal: Range of costs

These costs will depend upon the nature and complexity of the case but on average will be between £1500-£6000 + VAT (20%) and cover the Key Stages of a claim below:

Key stages

- Taking your initial instructions, reviewing the papers and advising you on merits and likely compensation (this is likely to be revisited throughout the matter and subject to change)
- Entering into pre-claim conciliation where this is mandatory to explore whether a settlement can be reached;
- Preparing claim or response
- Reviewing and advising on claim or response from other party
- Exploring settlement and negotiating settlement throughout the process
- preparing or considering a schedule of loss
- 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 bundle of documents

- Reviewing and advising on the other party's witness statements
- agreeing a list of issues, a chronology and/or cast list
- Preparation and attendance at Final Hearing, including instructions to Counsel

The stages set out above are an indication and if some of stages above are not required, the fee will be reduced. You may wish to handle the claim yourself and only have our advice in relation to some of the stages. This can also be arranged on your individual needs.

The factors which could make a case more complex includes the following:

- Any applications to amend any existing claims / defences;
- Multiple parties;
- Dealing with an opponent who is a litigant in person;
- Multiple witnesses
- Multiple documents
- Allegations of whistleblowing and / or discrimination which is linked to the dismissal case

Additional charges:

- Attending the hearing
- Representing you at the hearing or at a mediation
- Disbursements (these are costs related to your matter that are payable to third parties, such as barristers, experts, mediators and court fees. (We organise the sending of these payments on your behalf to ensure a smooth transition, although they are payable by you).

How long will my matter take?

The time that it takes from taking your initial instructions to the final resolution of your matter depends largely on the stage at which your case is resolved. If a settlement is reached during pre-claim conciliation, your case is likely to take 2-3 weeks. If a claim is issued and proceeds to a Final Hearing, your case is likely to take between 3 months and 1 year. This is just an estimate and we will of course be able to give you a more accurate timescale once we have more information and as the matter progresses.

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