

Clowes Bureaucracy Experts LTD – Fee Scale

Please read this letter carefully and then sign it. Your signature means that you agree with the letter's contents. Please sign two copies of this letter. One for you to keep and one for me to keep.

This fee scale details our fees for all immigration advice and services that we are registered to provide to our clients. We normally charge on a fixed fee basis.

Please note that our organisation is not VAT registered. Therefore, no VAT will be added to the fees outlined below. The fixed fees include: all attendances and written and telephone correspondence with you and relevant 3rd parties; consideration, preparation and submission of application and relevant supporting documents. Copies of documents and postage.

Fee Structure

We are happy to discuss with you whether you need legal advice or representation and what steps we could carry out on your behalf. This fee scale details our average fees for immigration advice and services that we are registered to provide to our clients. We generally charge on a fixed fee basis. This means you will know before we begin to work on your case, what our charges will be, and these will not change, unless there is a change of circumstances in your case and the nature of work.

Should you wish to withdraw instructions part way through your immigration case we will charge you for all work we have undertaken on your behalf at an hourly rate of £250.

Face to face one off advice appointments are also available to enable you to obtain initial advice and then take a decision as to how you wish to proceed and whether you wish us to act for you. One off advice appointments normally take between 1 - 1.5 hours.

Full instructions will be taken from you after the initial appointment and we will then advise you as to the range of options available to you. This advice will then be confirmed fully in writing so that you have a reference document upon which you can base your decision making.

Note that the fees quoted below are our professional fees and do not include any fees charged by the UK authorities to lodge an application (in the UK or overseas) or court fees. These would be advised according to the required service.

The fees do not include disbursements that may be required such as interpreter and translation costs, expert reports and unusual travel expenses. Disbursements are charged at cost and paid by you directly.

Two-stage Payment

1. At the initial meeting £200 is due to be paid. This is non-refundable.
2. We then send you a client care letter detailing your instructions and what we would suggest doing as well as your success chances. This must be signed if you would like us to proceed with your instructions. After submitting your application to the Home Office, the remainder of the fee is due to be paid. This is non-refundable.

This way, you are entitled to decide after the initial consultation whether to proceed or not.

For example:

The fee an Indefinite Leave to Remain is £750. At the initial meeting you pay £200.

After submitting your application to the Home Office, you pay £550.

Payment is accepted by bank transfer, cheque, direct debit, cash and all major debit & credit cards.

Tel: 020 3322 8443

0161 850 0317

Email: immigration@clowesexperts.co.uk

| Family visas | Our fee |
|---|----------------|
| Appendix FM visas and other family visas (partner, fiancé, child, parent) | £1000 |
| Indefinite Leave to Remain application for spouse, partner, child | £750 |
| British citizenship | |
| Naturalisation as a British citizen | £700 |
| Registration as British citizen- adult | £850 |
| Registration as British citizen- child | £500 |
| EU Settlement Scheme applications | |
| EUSS applications | £75 |
| Complex EUSS applications | £500 |
| Family permit applications (including subsequent EUSS application) | £200 |
| Family permit applications with proof of dependence | £300 |
| Visitor visas | |
| Visitor visa | £500 |
| UK Ancestry applications | |
| UK Ancestry visa- entry clearance | £850 |
| Indefinite Leave to Remain | £750 |
| PBS and business visas | |
| UK Tier 1 visa | £2000 |
| Skilled Worker visa application – up to three years | £750 |
| Skilled Worker visa application – over three years | £1000 |
| UK Tier 4 (student visa) and Tier 5 applications | £600 |
| Other immigration applications | |
| Bail applications to the Secretary of State | £400 |
| Returning Resident Visa | £1200 |
| NTL/TOC form to transfer visa from an expired passport | £250 |
| Renunciation of British citizenship application | £200 |
| Application checking | £200 |
| NTL/TOC form to transfer visa from an expired passport | £250 |
| Human Right applications | |
| Discretionary Leave application | £1200 |
| Immigration appeals and administrative review | |
| Lodging an application for administrative review | £500 |
| Lodging an appeal on initial grounds | £500 |
| Appeal preparation and representation | £1750 |
| Hourly fees | |
| Initial consultation pending instructions | £200 |
| One-off consultation | £250 |
| Immigration casework | £250 |



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Signature_____ Date_____

Please print your name_____

Clowes Bureaucracy Experts LTD
Registered in England No. 10617096
Registered Office: 416 Great Clowes Street, Salford
M7 2FW

