

## Our Fees

In the course of our work, you will be provided with either an estimated breakdown of costs and expenses or written confirmation detailing how we will fee the transaction, depending on the time invested in the matter or a predefined scale for the type of work. When determining fees, we consider various factors such as the transaction's value, complexity, our expertise level, urgency, and location of service. We can provide a total of the fee to date at any point during a transaction.

For matters that are charged on a time and line basis we charge per unit. A unit is 6 minutes or part thereof. Correspondence is charged at 1.25 units per 125 words. More formal documents are charged at 5 units per 250 words or 2.5 units per 250 words for revisions. Please find below a table of our solicitor's unit rates:

	Unit Rate	Unit Rate + VAT	Hourly Rate	Hourly Rate + VAT
Willie MacRae, Member	£30.45	£36.54	£304.50	£365.40
Joyce Hobbs, Member	£29.40	£35.28	£294.00	£352.80
Gail Millar, Member	£29.40	£35.28	£294.00	£352.80
Marysia Waddell, Consultant	£29.40	£35.28	£294.00	£352.80
Fiona MacDonald, Senior Associate	£29.40	£35.28	£294.00	£352.80
Gail Millar acting as Solicitor Advocate	£32.40	£38.88	£324.00	£388.80
Miriam Stewart, Solicitor	£28.35	£34.02	£283.50	£340.20
Helka Heikinheimo	£15.25	£18.30	£152.50	£183.00

Below are our standard fees for different types of services. Depending on the transaction, Outlays may be applicable, and we shall notify you of anticipated outlays at the beginning of your transaction. The fees provided serve as an estimate for typical transactions in each category. Should the work become more complex or time-consuming than expected, we may need to adjust our estimate accordingly. We will endeavour to communicate any changes promptly.

## Private Client

	<u>Base Fee (excl VAT)</u>	<u>Base Fee (incl VAT)</u>	<u>Additional Comments</u>
Will (single)	£200	£240	If complex, then charged by hourly rate. Also charged by unit rate for meetings beyond first 20 mins.
Codicil to Will	£75	£90	
Wills (mirror)	£300	£360	As above
POA (single)	£300	£360	As above
POA (mirror)	£450	£540	As above
Notarisation	£60	£72	Per document (with any schedules, annexes or documents referred to being deemed separate documents)
Home or Hospital Visits	Varies – hourly rate plus mileage		No additional charge if local and unable to come in due to disability

## Residential Conveyancing

### Sale or Purchase

<u>House Price</u>	<u>Base Fee (excl VAT)</u>	<u>Base Fee (incl VAT)</u>
Up to £100,000	£680	£816
Up to £150,000	£780	£936
Up to £200,000	£880	£1,056
Between £200,000 and £250,000	£1,100	£1,320
Between £250,000 and £375,000	£1,400	£1,680

Between £375000 and £500,000	£1,680	£2,016
Above £500,000	On request	On request

### Other Residential Conveyancing Matters

	<u>Base Fee (excl VAT)</u>	<u>Base Fee (incl VAT)</u>
Remortgages	£450.00	£540
Transfer of Title	£550.00	£660
Discharge of Security	£200	£240
Transfer of title with re-mortgage	£650	£780

## Commercial Property

We regularly act in the sale, purchase and lease of commercial property both for landlords and for tenants. Our minimum fee for commercial sales or purchases is £1,750 + VAT and Outlays. Our minimum fee for a commercial lease is £1,250 + VAT and Outlays. However these estimates are for the most basic purchase, sale or lease. The fee is likely to be higher. The fee is charged at the hourly rate of the solicitor dealing with the matter.

## Personal Injury

When you come to us, we will assess your claim and confirm whether we are willing to conduct your claim on a speculative No Win No Fee basis. If we do not offer this option you can proceed on the basis of normal court feeing as below. Where we offer to conduct your claim on a No Win No Fee basis this will be via a Success Fee Agreement with you. This agreement means that you will not be responsible for our fees should you lose. You will, in addition, not be responsible for your opponent's costs should you lose the case, except in cases where fraudulent misrepresentation has been made or where you or your legal representative has behaved in a manifestly unreasonable way or where the conduct of your claim or any court proceedings amounts to an abuse of process. If we are successful in your claim, we shall, on most occasions be able to recover our costs from the

third party. Over and above any costs that we recover from the other side as per the Success Fee Agreement that you enter into, we will charge a success fee which will be limited to 20% of any damages recovered.

Should we require to litigate your claim at Court then at that stage we will require to take out an After The Event (ATE) insurance policy on your behalf to ensure that even in the event that your claim proceeds to Court and is lost, you will not pay for your opponent’s costs. This ATE insurance policy will be payable by you at the conclusion of your case and will be deducted from any award of damages you may receive. If you already have an ATE insurance premium or have legal cover with your home insurance then we will require you to provide us with evidence of this.

## Other Court Work

Court work (including family law work and other civil court work apart from No Win No Fee cases as mentioned above) are charged at our relevant solicitor (or solicitor advocates) hourly rate. Outlays including court dues will be payable when incurred or when billed. We often interim bill this work. Please note that our normal court fees are not dependent on the outcome of the case and are payable even if you are unsuccessful. Should you become involved in court proceedings you may well be found liable in a part of the other side’s expenses should you lose. There is never a guarantee of success in court.

	<u>Base Fee (excl VAT)</u>	<u>Base Fee (incl VAT)</u>
Simplified Divorce (1 year)	£340	£408
Simplified Divorce (2 years)	£290	£345
Non simplified divorce/affidavit divorce	Starting from £1,500	£1800

## Executry Matters

Our current unit rate for this transaction is £27.50.

Commissions may be charged for money handling. In particular, we charge 1% on the first separate sum of up to £30,000, and 0.5% on any balance, on cash, policy proceeds, bonds or other savings vehicles from banks, building societies, insurance companies, or other investment institution. For stocks and shares realisable on the Stock Exchange we charge 1.5% commission where the separate sums do not exceed £30,000, 1% for the next £30,000 of each sum, and 0.75% on the balance (over £60,000). Where funds are held in Stocks and Shares in a nominee company or managed portfolio arrangements, the last mentioned rates are applied to the total holdings realised and is considered as the equivalent of a single shareholding.

Please note that if the work involves the sale of a property, any estate agency and/or conveyancing work would be charged separately at our customary rates, for which we would be happy to quote separately.

### Table of Charges Expressed in Units

Rate per hour/sheet/page	Charge
<b>A – Documents &amp; Papers</b>	
1. Drawing deeds, probative documents, inventories and relative schedules, writs, affidavits, executry accounts, memorials for opinion or any other document of substance (per each 250 words or part thereof)	5 units
2. Drawing other papers and documents (including detailed file notes of information obtained and decisions made at meetings) (per each 250 words or part thereof)	3 units
3. Copying – no charges up to 50 pages Copied in whole matter – over 50 pages (per page)	0.02 unit
<b>B – Time</b>	
4. For all time spent, where not otherwise provided (time occupied in travelling or waiting to be included where appropriate) per 6 minutes or part thereof	1 unit
<b>C – Correspondence</b>	
5. Letters, faxes and e-mails (except as after mentioned) – per each 125 words or part thereof	1.25 units
6. Formal letters (i.e. acknowledgement/confirmatory letters)	0.5 unit
7. Telephone calls Per each 6 minutes (or part thereof)	1 unit

**D – Specific Items**

8. Registration/recording of writs, deeds or documents	3.25 units
9. Ordering quick copies and extracts (where extracts of several deeds are ordered at the same time, charge 2.25units for the first and 1 unit each others	2.25 units
10. Acting as a Notary (fee does not include the drawing or revising of the document to be notarised)	3 units
11. Certifying or signing documents	0.5 unit
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12. All other work will be charged according to circumstances employing the criteria mentioned in the terms of Business letter.	

All of our fees are reviewed annually in April and any change will be intimated to our clients.

Please refer to our Liddle & Anderson LLP Terms of Business for our full terms of business.