
Fees, Disbursements and Payment

Fees

The basis of our fees will depend on a number of factors. At the start of your matter, you will be advised about potential costs. You will be given regular updates about and proposed costs regarding your matter. To help you understand our fee structure, it is helpful to under the following:

1. Disbursements

If we need the help of a third part to undertake you work, such as a barrister or medical practitioner, we will pay for their service and pass on the cost to you after they have completed their work.

Alternatively, you may wish to pay disbursements directly to the relevant expert. We will discuss and agree about any disbursement that we intend to pay for in before we make any payment to the relevant third party.

2. Hourly Rates

Our hourly rate is the rate we charge for every hour that we spend doing your work. It is separated into units of six minutes. Presently, our hourly rates are:

- Directors - £300 per hour
- Solicitors - £275 per hour
- Trainee/Paralegal - £220 per hour
- Legal Assistant – £150 per hour

Virgo Solicitors Limited

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Immigration & Asylum

Contracted with the Legal Aid Agency

3. Fixed Fee

A Fixed Fee is a fee that is set at the start of your matter and is payable when we complete the work. If we need to pay for a disbursement, we may require part payment of the Fixed Fee completion of your matter. We will let you know whether your matter is to be conducted on a Fixed Fee basis.

4. Agreed Fee

An Agreed Fee is a fee that cannot be varied upwards and is not a fee that is dependent on the completion of your transaction. If we agree to take on your matter on an Agreed Fee basis, we will set this out in writing either in your client care letter or via your initial matter assessment communication.

5. Legal Aid

If your matter qualifies for legal aid, subject to the means and the legal aid means test, you do not have to pay for our services. We will bill for our time to the Legal Aid Agency, and they will pay us for the work that we have done for you.

6. Payment Methods

After we have assessed your matter and we have agreed on our fees, we will provide you with our bank details. This will provide the details of how and where to send our fees. You would need to state your client and/or matter reference when you make a payment.

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