JEFFERIES
solicitors

EMPLOYMENT LAW ADVICE

Fixed Price Services

The fixed price employment law services we offer include:

SERVICE	PRICE
1 hour meeting with employment law expert including written advice	£350+VAT
Preparation of basic ET1 and particulars of claim The ET1 is the form used by the claimant, the ex-employee or employee, to tell the Employment Tribunal what their case is about.	£450+VAT
Preparation of detailed ET1 and particulars of claim	£800+VAT
Preparation of List of Documents (where do not exceed 50 documents)	£250+VAT

Preparing a list of documents for the Employment Tribunal is crucial, they should be filed in a certain way. The list of documents could include:

- Notes concerning what has happened
- Your contract and other documentation from your employer
- Letters, email, social media and mobile phone texts from your employer or any other people you work with about the situation (for instance if it relates to a disciplinary issue, any correspondence surrounding this)
- A list of witnesses
- Evidence that you have been applying for other jobs if your case includes a claim for loss of earnings for the period since your dismissal.
- Details of salary you receive from a new job. This figure may be needed to calculate your claim against your previous employers.

SERVICE	PRICE
Preparation of detailed list of documents (where exceed 50 documents)	£450+VAT
Preparation of basic schedule of loss The schedule of loss is a document in which you set out what you think you are owed in monetary value as a result of bringing the claim. It covers a basic award, a compensation award and future losses. We can discuss this in further detail with you.	£300+VAT
Preparation of detailed schedule of loss	£400+VAT
Preparation of single witness statement (confined to unfair dismissal or straightforward discrimination claim)	£500+VAT
Preparation of more detailed witness statement on complex claims	£800+VAT
Preparation of instructions to a barrister for the case	£500+VAT

TIMESCALES

In many circumstances you have 3 months to take action about a particular incident. It is therefore important that you act promptly. A full claim through to a Tribunal Hearing will take 6-18 months.

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resolution first for family law
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