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## Private Immigration Price Transparency Information

### The Purpose

This document provides information about our costs for private immigration matters in accordance with the Solicitors Regulation Authority's Price Transparency rules. The prices quoted and set out in this document are for guidance in relation to our services.

Each instruction received would be costed according to the specificity of the work that is required. Therefore, the estimated costs are outlined within a typical range that would correlate to the specific work that we may have to undertake for you.

Please note our fees are:

- subject to reviews and may change during the course of your matter.
- If your matter is being charged at an hourly rate, we will inform you of any changes to our hourly rates in writing before any changes are applied to your matter.

### Value Added Tax (VAT)

Not all immigration cases attract VAT. If you are liable to pay VAT, 20% will be added to our fees and some expenses or disbursements. This applies if your usual place of residence is the UK, including if you had leave to remain in the UK but overstayed. If you are not a resident in the UK, or you entered the country without permission or as an asylum seeker and do not yet have leave to remain, you are not normally liable to pay VAT. All the prices below include VAT inclusive figures on the presumption they are to be charged. If VAT is not applicable, the VAT element will not be charged. We will inform you from the start of your matter whether our fee will be subject to VAT.

### Our Services

We help private individuals and companies with all aspects of their immigration needs. Whether you want to relocate to the UK; make a visa application or apply for British Nationality, we will help you achieve your objective.

Our services include the following:

- Student visas
- Naturalisation and registration of a child as a British Citizen

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- Applications for naturalisation or registration as a British Citizen under the British Nationality Act 1981.
- Parents, children, and other relative visas
- EU Settlement applications
- Applications under the Immigration Rules, including domestic servant applications
- Applications under the Immigration Rules Appendix FM: Family members.
- Spouse and partners applications, including fiancé(e)s or proposed civil partners.
- Visit visas (for tourism, or visiting friends / family), and
- Other categories, such as applications based on private life and long residence.

For instructions pertaining to immigration application/appeals, our work may involve the following:

- In person or Zoom/Teams consultations as frequently as necessary for the preparation of the application.
- Advice on documents needed in support of the application.
- Advising on any issues raised by the documents and, pursuing an initiative-taking approach in obtaining evidence.
- Taking statements from yourself and your witnesses.
- Drafting instructions to experts, perusal of expert reports, discussing the reports with yourself to solicit your approval.
- Drafting legal representations in support of the application.
- Assistance in completing and submitting application forms and booking biometric appointments.
- Preparing application bundles and uploading the documents.
- Emails and telephone contact to keep you up to date on your case.
- Consulting with third parties including the Home Office, medical professionals, accountants etc.
- Taking your instructions and lodging the appeal on your behalf.
- Instructing an experienced Barrister and attending a conference with you and your Barrister.
- Advising you on the evidence needed in support of your appeal and assisting you with obtaining the evidence.
- Perusal of the Home Office bundle and relevant UKVI correspondences.
- Taking witness statements from you and your witnesses (if applicable).
- Preparing the appeal bundle and submitting this to the Tribunal and Home Office.
- Liaising with the Tribunal and the Home Office on your behalf, and
- Providing legal representation at the appeal hearing when this event takes place.

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## Our Fees

Our fees can be charged at an hourly basis. The hourly rates we charge will depend on the seniority and experience of your chosen lawyer and the expediency of your matter. We will tell you about who will be working on your matter in our Initial Assessment letter and their respective hourly rate. Our current hourly rates are within the ranges of:

Virgo Solicitors Personnel Hourly Rates			
Personnel	Hourly Rates	+ VAT @20%	Total (including VAT)
Partners	£300 - £400	£60 - £80	£360 - £480
Senior Associate Solicitor	£200 - £300	£40 - £60	£240 - £360
Associate Solicitors	£150 - £200	£30 - £40	£180 - £240
Assistant Solicitors	£100 - £200	£20 - £40	£120 - £240
Trainee Solicitors	£125 - £175	£25 - £35	£150 - £210
Senior Caseworkers	£125 - £200	£25 - £40	£150 - £240
Caseworkers	£100 - £150	£20 - £30	£120 - £180
Assistant Caseworker	£80 - £125	£16 - £25	£96 - £150
Solicitor Apprentice	£80 - £125	£16 - £25	£96 - £150

On average, most instructions may take between 5 - 20 hours of work to process and complete. Therefore, the average cost for such a matter may be within the £1,750 - £7,000 plus VAT @20% (Total inclusive = £2,100 - £8,400), if the work is done solely by a Partner and about £875 - £3,500 plus VAT @20% (Total inclusive = £1,050 - £4,200), if a junior Solicitor does the work.

Our fees can also be charged on a fixed cost basis for a prescribed set or types of immigration applications. Our fixed costs per matter instruction is set out within the following ranges:

Virgo Solicitors Matter Cost Ranges			
Application	Cost Range	+ VAT @ 20%	Total (including VAT)
Naturalisation as a British Citizen non-complex case (Adult)	£2000 - £2500	£400 - £500	£2400 - £3000
Registration as a British Citizen (by descent/double	£2500 - £3000	£500 - £600	£3000 - £3600

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descent) non-complex case (Adult)			
Naturalisation as a British Citizen complex case (Adult)	£3000 - £3500	£600 - £700	£3600 - £4200
Registration as a British Citizen (by descent/double descent) complex case (Adult)	£4000 - £5000	£800 - £1000	£4800 - £6000
Registration of a Child as a British Citizen in the UK	£2000 - £3000	£400 - £600	£2400 - £3600
Registration of a Child as a British Citizen from abroad	£3000 - £4000	£600 - £800	£3600 - £4800
Application for a first British Passport from the UK or from abroad (Adult or Child-complex)	£3000 - £4000	£600 - £800	£3600 - £4800
Application for a first British Passport from the UK or from abroad (Adult or Child- non-complex)	£2000 - £3000	£400 - £600	£2400 - £3600
Application for a family permit for a spouse or dependant relatives, under the EU Settlement Scheme	£2500 - £3500	£500 - £700	£3000 - £4200
Visit visa for tourism, medical, family	£1500 - £2500	£300 - £500	£1800 - £3000
Visit visa (complex)	£3000 - £4000	£600 - £800	£3600 - £4800
Visa as domestic servant	£1500 - £2500	£300 - £500	£1800 - £3000
Ancestry visas	£2000 - £3000	£400 - £600	£2400 - £3600
Other Categories, such as applications based on long residence (20 years), settling in the UK (10 years lawful residence), outside the Rules on Human Rights grounds	£4000 - £7000	£800 - £1400	£4800 - £8400
Leave to Enter or Remain with a partner (non-complex)	£3500 - £4000	£700 - £800	£4200 - £4800
Leave to Enter or Remain with a partner (complex)	£4500 - £5500	£900 - £1100	£5400 - £6600
Settlement with a Partner	£3000 - £4000	£600 - £800	£3600 - £4800

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Settlement as a Victim of Domestic Violence (Non-Complex)	£3500 - £4000	£700 - £800	£4200 - £4800
Settlement as a Victim of Domestic Violence (Complex)	£4500 - £6000	£900 - £1200	£5400 - £7200
Settlement application for a child (indefinite leave to enter)	£4000 - £5000	£800 - £1000	£4800 - £6000
Leave to Enter or Remain as a Parent of a Child in the UK	£4500 - £5500	£900 - £1100	£5400 - £6600
Adult Dependent Relative	£5000 - £7500	£1000 - £1500	£6000 - £9000
Adoption (leave to enter "outside the Rules" where the adoption is not recognised in the UK)	£4500 - £5500	£900 - £1100	£5400 - £6600
De Facto Adoption entry clearance (not complex)	£4500 - £5500	£900 - £1100	£5400 - £6600
De Facto Adoption entry clearance (complex)	£6000 - £7000	£1200 - £1400	£7200 - £8400
Settlement for the above categories	£4000 - £4500	£800 - £900	£4800 - £5400
Skilled worker (leave to enter or remain / settlement for main applicant)	£3500 - £5000	£700 - £1000	£4200 - £6000
student visa – entry clearance application as a Tier 4 (General) Student	£2000 - £3000	£400 - £600	£2400 - £3600
Parent of child in school (General) Visa	£2000 - £3000	£400 - £600	£2400 - £3600
Graduate Visa	£2000 - £2500	£400 - £500	£2400 - £3000
Application made with the main applicant (per applicant)	£1000	£200	£1200
Application made independently of the main applicant (per applicant)	£2500	£500	£3000
British National (Overseas) visa applications	£2500	£500	£3000

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There are certain factors which may vary the range of costs above such as:

### Factors related to the Case

- **Case Complexity:**

More complex matters require more time for research, evidence review, and legal understanding, increasing costs.

- **Volume and Type of Documents:**

A large volume of documents to review or complex documents to draft will significantly increase costs.

- **Need for Expert Advice:**

If the case requires specialist reports (e.g., medical reports, country expert reports, document authentication), this will add to the total expense.

- **Urgency and Timelines:**

Matters requiring urgent action or facing tight deadlines can increase costs.

### Factors related to Third Parties and Process

- **Disbursements:**

These are expenses paid to third parties, such as court fees, interpreter fees, document translation costs. We have discussed this in detail below.

- **Cooperation and Delays:**

Unreasonable delays or a lack of cooperation from other parties or third-party providers can extend the timeframe and increase costs.

- **Court and Tribunal Timetables:**

Delays in hearings or unexpected extensions to timetables set by the court can incur additional costs.



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## What is included in your retainer?

The Key Stages will involve:

- discussing your circumstances in detail and confirming whether this is the most appropriate application for you to make and what other options may be available to you.
- giving you advice about the requirements of the Immigration Rules, EEA Regulations or citizenship laws and whether you meet the criteria.
- if you do not fulfil certain criteria, whether this can be overcome and how, all of which on average takes 1-5 hours.
- considering the supporting evidence you have provided, which on average takes 1 – 5 hours. The number of hours depends on the number of documents, whether they need to be translated, whether anything is missing and how long it will take to obtain the missing documents.
- where necessary, helping you obtain further evidence (such as medical records and subjective evidence materials), including taking statements of any witnesses, which on average takes 1 – 5 hours.
- preparing your application and submitting it on your behalf, which on average takes 1-5 hours.
- Attendance at a Home Office interview: if the Home Office ask you to attend an interview, we will give you clear advice (and discuss the possibility of us attending with you) at the appropriate time, which on average takes 1-5 hours to give.
- giving you advice about the outcome of the application and any further steps you need to take, which on average takes 1-2 hours.

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## Services not included in the fees quoted

- where you are invited to attend a Home Office interview, we will not attend that interview as part of the fee. It is not necessary for you to be represented at the interview but you may wish to ask us to attend. Should the Home Office ask you to attend an interview, we will discuss the possibility of us attending with you at the appropriate time. This will be chargeable separately at a fixed rate of £1,500 (plus VAT @ 20% (£300) (total £1,800).
- if the Home Office refuse your application, the cost of challenging a decision if the application is refused is not included in the fee quoted above in relation to our representation prior to the decision being made by the Home Office.
- we will provide some initial advice and assistance in relation to any options as to reconsideration and/or Judicial review but we will not be able to undertake the work in relation to that process. Should you wish to instruct us on this we can provide you with the relevant cost and service information if it arises.

## The Immigration Team

Immigration work at this firm is undertaken by our immigration team as set out below:

### Dr. Abess Taqi

Abess is a practising solicitor in England and Wales, specialising in Property/Conveyancing, Immigration Law and Housing Law. He is also an accredited Asylum and Immigration Senior caseworker with Supervisor status under the Law Society's Immigration and Asylum Law Accreditation scheme. Dr. Taqi is also a Notary Public - [www.abesstaqi.com](http://www.abesstaqi.com) - and a Commissioner for Oaths. Abess has been practising immigration law for over 20 years. He is appointed by the Legal Aid Agency as an Independent Peer Reviewer for Immigration Law.

### Glenn Corney

Glenn is a Legal Executive with over 20 years legal experience. He is an Asylum and Immigration Senior caseworker with Supervisor status and accredited by The Law Society under its Immigration and Asylum Law Accreditation scheme. Glenn holds a Master's degree in Near and Middle Eastern Studies from SOAS. His work involves detained fast-track casework and training and supervising the firm's new immigration staff.

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### Shen Turgut

Shen is a qualified Paralegal and an experienced Legal Executive. She is fluent in Turkish and has practised Immigration Law for over 20 years with an impressive track record of securing favourable outcomes for our private immigration clients.

### Loraine Babeki

Loraine is a Trainee solicitor at Virgo Solicitors. She is a graduate of the University of Kent and she holds a Bachelor of Arts degree in Criminology. Loraine supports our caseworkers and solicitors in their work.

All Immigration team members are supervised by Dr. Abess Taqi who is a practising solicitor an accredited Asylum and Immigration Senior caseworker with Supervisor status under the Law Society's Immigration and Asylum Law Accreditation scheme.

### Expenses and disbursements not included in the fee quoted

In addition to our fees and VAT (@ 20%) charges, we may have to pay for disbursements that are necessary for us to undertake your instructions. Disbursements are costs related to your matter that are payable to third parties. We will advise you on any disbursement before it is incurred, including on the cost and date of such disbursement falling due. Our policy is to settle the disbursement on your behalf and recover the funds from you when we issue our fee invoice. Immigration matters usually involve the following disbursements:

- Home Office application fees. Most private Home Office applications attract a fee. You may have to pay this to the Home Office directly as part of the application process unless you are deemed exempt and entitled to a fee waiver.
- Interpreting fees for meeting and/or translation of documents. Interpreters' fees range from £25-£50 per hour, plus VAT @ 20% (Total inclusive = £30 - £60 p/h). Most instructions will normally require between 3 -10 hours of client contact with an interpreter, depending on the complexity of your case.
- English language qualification certificates;
- Postage for letter and/or international correspondence;
- Expert fees: this might include confidential and independent medical and country experts reports that we commission on your behalf to help to support your case and enhance its prospects of success. These costs are not required in most cases and are only incurred when deemed necessary. We will advise you if necessary in relation to the need to pay expert fees.

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- Travelling expenses for any attendance. If there is an interview and you require us to attend with you, there will be additional disbursements in respect of our mileage/travel expenses.

Please note that any disbursement that is proposed will be discussed with you before it is incurred. We endeavour to obtain competitive rates for all third-party work undertaken, and we will always ensure you approve of any third-party quotations ahead of committing to the service. Whilst we have our register of relevant experts and interpreters, you are free to use and/or pay for any related disbursements by yourself.

**\*\*\*\*Please note that some disbursement payments are subject to VAT at 20%. Therefore, any disbursement that is subject to VAT, will be invoiced with the applicable VAT amount added to the disbursement\*\*\*\***

### How long will your matter take?

The timeframe for handling an immigration case can vary greatly and so it is extremely difficult to provide an estimate without knowing what the case involves. We would always aim to provide an estimate on specific cases and will always ensure this is confirmed in advance of starting work.

Whilst we cannot estimate the overall timeframes without knowing what the case involves, during your initial assessment, we will set out a realistic timeline for the conclusion of your matter. However, we cannot guarantee that your matter will be concluded by a specified date. We will discuss a timeline for the conclusion of your matter with you based on our experience in dealing with similar cases. Any timeline that is discussed will however be subject to your specific matter instructions; the availability and priority of the service that you have requested and other factors that are outside of our influence and control. We cannot guarantee how long the Home Office will take to process your application.

We will normally be able to submit immigration applications within 1-3 weeks of you instructing us depending on the availability of the required documents, evidence etc. However, we will let you know at the earliest opportunity if it is likely to take longer than this.

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If your case is urgent with a deadline for submission within one week for instance we will discuss this with you and advise on the practicalities of meeting the deadline and if we are able to do so agree an appropriate plan or course of action.

We cannot provide a timescale of when appeal hearings will take place, as this depends on the court listings.

The time taken to prepare an appeal varies depending on the issues of the appeal. The time required is likely to be in the range of 20 - 40 hours preparation time. It will be rare that we would be able to thoroughly prepare your appeal in less than 20 hours. This means that on average costs are between £3,500 and £7,000 plus VAT @ 20% (Total inclusive = £4200 - £8400), where the work is undertaken by a junior Assistant Solicitor and between £6,000 and £12,000 plus VAT @ 20% (Total inclusive = £7200 - £14400), where an experienced partner undertakes the work. If you reside outside of the European Union no VAT is chargeable.

Regarding representation at appeal hearings, it is our usual practice to instruct high quality barristers to represent you. We will collaborate closely with the barrister and in most cases we will arrange a meeting with you and the barrister prior to the hearing (known as a "conference"). We will discuss with you the options and offer you a range of experience and price. Costs for the barrister are likely to be in the range of £1,000 - £5,000 plus VAT @20% (Total inclusive = £1200 - £6000), depending on the seniority of the barrister and the complexities of the case.

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