

Small Claims Track Fixed Fee Scheme:

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| • Initial Interview Cost | £100 plus VAT |
| • Drafting a Claim Form/Defence | £150 plus VAT |
| • Any additional conference (not including a Pre-Trial Conference)
- see below | £80 plus VAT |
| • Drafting any witness statements required (per witness statement) | <i>up to</i> £150 plus VAT |
| • Instructing Counsel and coming on the Court Record* | <i>up to</i> £200 plus VAT |
| • Pre-Trial Conference | £100 plus VAT |

*Please note Counsel's fees would be separate and a quote(s) obtained for your agreement.