

**Small Claims Track Fixed Fee Scheme:**

- Initial Interview Cost £120 plus VAT
- Drafting a Claim Form/Defence £200 plus VAT
- Any additional conference (not including a Pre-Trial Conference)  
- see below £120 plus VAT
- Drafting any witness statements required (per witness statement)  
*up to* £200 plus VAT
- Instructing Counsel and coming on the Court Record\* *up to* £250 plus VAT
- Pre-Trial Conference £120 plus VAT

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