**EMPLOYMENT LAW - Employer**

**Annual advisory service for Employers**

|  |  |
| --- | --- |
| **Service** | 12 month ongoing advisory service for Company’s; guiding them on matters relating to Employment Law & HR. |
| **Cost** | The cost is dependent upon the size of the company and subject to detailed assessment of their needs.  Once agreed, the cost will be fixed for a 12 month period.  Additional fees will apply for any advice required outside of Employment law & HR, or, if an Employment Tribunal claim is brought against the company.  All additional fees will be discussed with the client in advance. |
| **Basis for charges** | The following hourly rates apply:  Partner - £220 + Vat @ 20%  Associate solicitor - £200 + Vat @ 20%  Solicitor - £180 + Vat @ 20%  Trainee Solicitor and Paralegal - £130 + Vat @ 20% |
| **Description of and cost of any likely disbursements.** | If a Barrister is instructed to represent the client, it is likely to cost:  £1,500 - £2 ,500 & Vat @ 20% for day one, and  £750 - £1,500 & Vat @ 20% for each extra day.  The difference in fee will depend upon the seniority of Barrister instructed. |
| **Key stages of the matter** | It is not possible to detail the key stages as they differ for every client, dependent upon their needs.  The first step would be a meeting with MSB Solicitors to consider the needs of the company and to agree an action plan, as well as a fee for the service. |
| **Are there any services which might reasonably be expected to be included but which are not included within the price displayed?** | No.  Additional fees will apply for any advice required outside of Employment law & HR, or, if an Employment Tribunal claim is brought against the company. |

**Employment Law Team**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Job Title / Role (identify if supervisor)** | **Qualification(s)** | **No of years experience in field** |
| Mark Forman | Solicitor - Partner  Supervisor | Solicitor | 24 |
| Chris Hayes | Associate Solicitor and Head of Employment Team | Solicitor | 8 years |
| Gary Knox-Hammell | Trainee Solicitor | LPC | 1 year |
| David Tarttelin | Trainee Solicitor | LPC | 1 year |
| Rebecca Brown | Legal Assistant |  | 3 years |