



DOYLE CLAYTON

Workplace Lawyers

**Costs information for individuals making immigration
applications specified in the SRA Transparency Rules**

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Index

1.	Introduction	3
2.	Who will work on your application?	3
3.	Our fees	3 - 5
4.	Disbursements	5 - 6
5.	Individual immigration applications covered by the SRA Transparency Rules	7 - 15

Costs information for individuals making immigration applications specified in the SRA Transparency Rules

1. INTRODUCTION

This costs information is provided in accordance with the SRA Transparency Rules and the Price and Service Transparency guidance issued by the Law Society. Those Rules require us to provide costs information in relation to the preparation and submission of immigration applications, excluding asylum applications. The costs information provided here is a guide and is not a binding quote for working on your case. If you instruct us we will provide you with a fee estimate tailored to your case.

The information provided does not amount to legal advice or a comprehensive overview of every potential permutation that could occur in every individual immigration application. We are obliged to provide you with information about likely third party costs, such as barristers' fees. As changes to these are outside our control we are not responsible for any errors in this information, which we are providing to you based on our experience and as a guide only.

2. WHO WILL WORK ON YOUR APPLICATION?

One or more of Doyle Clayton's immigration team will work on your application. The team's contact details, experience and qualifications are available [here](#).

Any member of the team below Partner level will be supervised by one of the Partners in the team.

3. OUR FEES

We charge based on time spent at the relevant team member's hourly rates. Hourly rates in the immigration team range from £95 plus VAT per hour to £450 plus VAT per hour, as at 1 November 2018. Our hourly rates may be increased each November. We may offer lower hourly rates in some cases.

FEE RANGE – AVERAGE STANDARD APPLICATION

The prices set out at section 5 below are an estimate of the range of costs for a standard immigration application. You can obtain a full application-specific estimate by contacting the adviser assigned to your application.

The fee range for the various possible visa applications is due to our solicitors and other advisers having different levels of experience and being based in different locations. Typically, your adviser on a standard application will be a legal assistant, paralegal or solicitor with between two to ten years' post qualification experience (or equivalent). All of our advisers are supervised by Partners of the firm who have considerable expertise in making immigration applications on behalf of individuals.

What does a “standard” application typically involve?

A standard application will typically involve one applicant:

- with no prior criminal or civil convictions;
- with no adverse immigration history (UK or worldwide);
- who can meet the eligibility criteria for the immigration route they are applying for;
- using a standard processing route (not priority or super priority);
- with an application bundle of no more than 100 pages.

What does a “standard” application typically not involve?

Whether your application is standard or non-standard, we will always provide you with an application-specific estimate for your particular matter.

A non-standard application may include any of the following. Please note that some of these items may also be relevant to standard applications, in which case they will be charged for as separate items in addition to the standard application fee range:

- Investigative work prior to beginning work on the application to determine the best route to apply for entry or leave to remain, or alternative routes;
- Advice given at the outset or throughout the matter as a result of the complexity of the matter, including but not limited to adverse immigration history, prior criminal convictions or any other possible bars to a successful application;
- The drafting or review of any additional documentation which is required (over and above a standard set of supporting documents) because of the complexity of the application;
- Instructing a barrister;
- Liaising with the Home Office and overseas application centres on your behalf due to the complexity of the application or the need for urgent processing;
- The costs of any family member applying at the same time as you. These will be confirmed separately depending on the number and age of family members, and the complexity of their applications.

What might cause our fees to rise in either a standard or non-standard application?

The costs information and any application-specific fee estimate is provided on the basis that:

- the amount of communication (phone calls, emails etc) and other correspondence received from you or others involved in your application is not excessive;
- information is provided to us promptly and is complete and accurate;
- requested documents are provided to us in one set rather than piecemeal;
- requested documents are available within a reasonable period;
- collections of documents are set out in an ordered manner by reference to any application checklists we provide;
- multiple changes to documents are not needed;
- third party organisations (such as accountants, banks, translators or employers) provide us with information and documentation in a timely and logical manner.

Where we consider that communication is excessive, we will endeavour to work with you to reduce the volume but where this is not possible we will notify you as soon as reasonably possible of any additional fees or other costs that you are likely to incur. Similarly, if information is not provided to us promptly, is incomplete or inaccurate, resulting in us spending additional time on your application, we will advise you of any additional fees or other costs that you are likely to incur as a result.

4. DISBURSEMENTS

Disbursements are expenses related to your application that are payable to us or to third parties, such as visa application fees or translation fees. Sometimes we will handle payment of disbursements on your behalf. Alternatively you may be asked to pay them direct.

Disbursements – standard applications

The relevant visa application costs (correct at the time of writing) set out below have been given as an indication of the standard application fee that you can expect to pay for the type of application you are making. For some application types, links have been given to the relevant Government/Home Office page so that you may check for updates. The visa application fees are set down by the Home Office. There may be concessions for nationals of certain countries (eg Turkey or Macedonia). These lower fees will be confirmed upon instruction, if applicable.

For applications where the Immigration Health Surcharge is payable, the cost of this charge per year of visa is confirmed below.

Other possible disbursements for standard applications include:

- Translation fees, which are usually payable per character and the cost is dependent upon the language being translated;
- English language test fees or UK NARIC comparability and English language proficiency statements, the cost of which varies depending on country of application and method you can use to demonstrate your English language skills. UK NARIC is the Home Office approved agency that deals with the recognition and comparison of international qualifications and skills;
- Tuberculosis test certificates for nationals of certain countries, the cost of which varies from country to country;
- Overseas criminal record certificates;
- Travel costs (for example to meet with you) including rail, air and taxi fares, mileage and parking. These will differ according to where you are based. We will always try to use the most cost effective means of transport;
- Courier or similar delivery charges where speedy collection, delivery or service is required;
- Bulk photocopying charges (we are permitted to charge for photocopying charges which are not considered as “petty” and we reserve the right to charge for over 100 sheets of photocopying at 25p per sheet plus VAT);

What other disbursements might be charged in non-standard applications?

Higher visa fees will be payable for priority or super priority applications. These vary from country to country. Those costs are set out on either [Teleperformance](#) or [VFS Global](#), depending on the country you are applying from.

What rate of VAT is charged on disbursements?

The standard rate of UK VAT, which is currently 20%, is charged on all disbursements, except where indicated below. VAT is added on to our standard services such as travel and bulk photocopying costs. The only circumstances where we do not charge VAT (in relation to disbursements) are where:-

- We are billing an EU registered company and we are able to quote their VAT number on the face of our invoice. If we are billing an individual who resides in the EU we have to charge VAT as they will not be a VAT registered entity;
- We are billing an individual or a company residing in a country that is outside of the EU which falls outside the scope for UK VAT;
- We can classify a cost as a “disbursement” and we are not recovering VAT on the purchase invoice eg VAT would not be charged on the cost of Home Office visa application fees.

5. INDIVIDUAL IMMIGRATION APPLICATIONS COVERED BY THE SRA TRANSPARENCY RULES

The number of weeks it will take us to work on and lodge your visa application, as set out below, are an indication only. We can give you a more accurate estimate once we have more information about your specific application and circumstances.

The published processing times for each application, set out below, are provided by the Home Office/UK Government and are estimates only, correct at the time of writing. Doyle Clayton has no control over these timescales and applications can be subject to delay based on various factors including the Home Office's case volume; the complexity of the application; the need for more information; internal Home Office changes (such as digitisation of systems or the closure of centres) or the need to interview you. This list is not exhaustive. Equally the processing time may be quicker if you use a priority or super priority service, if applicable/available.

(1) Applying to become, through naturalisation, or registering as, a British citizen

- (a) Average cost: £3,000 - £6,000 plus VAT and disbursements (lower end of estimate is likely for naturalisation applications and the higher end for registrations)
- (b) Likely disbursements: the cost of a British citizenship application or registration depends on the route to citizenship. A list of the application fees and the citizenship ceremony fee is available [here](#)
- (c) Other costs as required as set out in section 4
- (d) Key stages and likely timescales:

STAGE	WORK UNDERTAKEN AND LIKELY TIMESCALES
Stage 1	<ul style="list-style-type: none"> • Taking instructions • Preparing a checklist • Checking the application form • Checking the supporting documentation • Advising on changes required to pack and drafting cover letter, if required <p>Likely timescale for stage 1 – between 2 to 8 weeks</p>
Stage 2	<ul style="list-style-type: none"> • Consideration of your application by the Home Office <p>Likely timescale for stage 2 - the current published processing time is up to six months</p>
Stage 3	<ul style="list-style-type: none"> • Checking citizenship has been granted correctly and advising on terms and conditions and eligibility to apply for a British passport <p>Likely timescale for stage 3 - no more than 1 week</p>

(2) Proof of residence for EU nationals

- (a) Average cost: £4,000 - £7,000 plus VAT and disbursements (lower end of fee estimate applies to non-Accession Worker applicants (see section 9B for definition [here](#)) and the higher end for applicants who fall under other more complex work or other categories such as studying, self-sufficiency, self-employment etc. or who need to rely on a combination of qualifying categories including retained worker status issues)
- (b) Likely disbursements: please click [here](#)
- (c) Other costs as required as set out in section 4
- (d) Key stages and likely timescales:

STAGE	WORK UNDERTAKEN AND LIKELY TIMESCALES
Stage 1	<ul style="list-style-type: none">• Taking instructions, to include exploration of the applicant's circumstances (e.g. assessing the qualifying category of applicant to evidence economic or other activity in the UK such as employment; studying; self-sufficiency, self-employment etc.)• Preparing a checklist• Checking the application form• Checking the supporting documentation• Advising on changes required to pack and drafting cover letter, if required <p>Likely timescale for stage 1 – between 2 to 8 weeks</p>
Stage 2	<ul style="list-style-type: none">• Consideration of your application by the Home Office <p>Likely timescale for stage 2 - see www.gov.uk/visa-processing-times</p>
Stage 3	<ul style="list-style-type: none">• Checking application has been granted correctly and advising on terms and conditions of visa <p>Likely timescale for stage 3 - no more than 1 week</p>

(3) Proof of residence for family members of EU nationals

- (a) Average cost: £4,000 - £7,000 plus VAT and disbursements (lower end if married, higher end if unmarried partner or newlyweds or for couple divorcing and applying for retained rights of residence). We will need additional documentation for newlyweds and unmarried partners such as co-habitation documentation and supporting documents to prove the relationship is durable, genuine and subsisting. Example additional documentation required for divorcing couples includes proof of residence over the relevant three year period, evidence of the EEA national spouse's ID and economic activity, evidence of domestic violence or other compelling evidence, access rights/custody of children
- (b) Likely disbursements: please click [here](#)

(c) Other costs as required as set out in section 4

(d) Key stages and likely timescales:

STAGE	WORK UNDERTAKEN AND LIKELY TIMESCALES
Stage 1	<ul style="list-style-type: none"> • Taking instructions, to include exploration of the applicant's circumstances (personal circumstances regarding details of relationship; immigration history; as well as the EEA spouse/partner's economic or other activity in the UK – i.e. employment; studying; self-sufficiency; self-employment etc.) • Preparing a checklist • Checking the application form • Checking the supporting documentation • Advising on changes required to pack and drafting cover letter, if required <p>Likely timescale for stage 1 – between 2 to 8 weeks</p>
Stage 2	<ul style="list-style-type: none"> • Consideration of your application by the Home Office <p>Likely timescale for stage 2 - see www.gov.uk/visa-processing-times</p>
Stage 3	<ul style="list-style-type: none"> • Checking application has been granted correctly and advising on terms and conditions of visa <p>Likely timescale for stage 3 - no more than 1 week</p>

(4) Working holiday visas

(a) Average cost: £3,000 - £5,000 plus VAT and disbursements

(b) Likely disbursements:

- Visa application fee – please click [here](#)
- Immigration Health Surcharge fee of £400 per year of visa

(c) Other costs as required as set out in section 4

(d) Key stages and likely timescales:

STAGE	WORK UNDERTAKEN AND LIKELY TIMESCALES
Stage 1	<ul style="list-style-type: none"> • Taking instructions • Preparing a checklist • Checking the application form • Checking the supporting documentation • Advising on changes required to pack and drafting cover letter, if required <p>Likely timescale for stage 1 – between 2 to 4 weeks</p>
Stage 2	<ul style="list-style-type: none"> • Consideration of your application by the Home Office

	Likely timescale for stage 2 - see www.gov.uk/visa-processing-times
Stage 3	<ul style="list-style-type: none"> • Checking application has been granted correctly and advising on terms and conditions of visa <p>Likely timescale for stage 3 - no more than 1 week</p>

(5) Visit visas (tourism/family visits)

(a) Average cost: £4,000 - £7,000 plus VAT and disbursements (higher end for third party sponsorship)

(b) Likely disbursements:

- a. Visa application fee – please click [here](#)
- b. In addition, the Immigration Skills Charge will be payable for any visitor visa over six months in length. This is £400 per year of visa

(c) Other costs as required as set out in section 4.

(d) Key stages and likely timescales:

STAGE	WORK UNDERTAKEN AND LIKELY TIMESCALES
Stage 1	<ul style="list-style-type: none"> • Taking instructions • Preparing a checklist • Checking the application form • Checking the supporting documentation • Advising on changes required to pack and drafting cover letter, if required <p>Likely timescale for stage 1 – between 2 to 4 weeks</p>
Stage 2	<ul style="list-style-type: none"> • Consideration of your application by the Home Office <p>Likely timescale for stage 2 - see www.gov.uk/visa-processing-times</p>
Stage 3	<ul style="list-style-type: none"> • Checking application has been granted correctly and advising on terms and conditions of visa <p>Likely timescale for stage 3 - no more than 1 week</p>

(6) Family member of a British citizen visas

(a) Average cost: £5,000 - £9,000 plus VAT and disbursements (lower end of fees estimate to assist with a Category A applicant (i.e. a British national sponsor in salaried employment) and higher end for the other more complex visa categories, for example where the financial evidence includes non-salaried employment, non-employment income, cash savings, Self-employed or Director route)

(b) Likely disbursements:

- a. Visa application fee – please click [here](#)
- b. Immigration Health Surcharge fee of £400 per year of visa

(c) Other costs as required as set out in section 4

(d) Key stages and likely timescales:

STAGE	WORK UNDERTAKEN AND LIKELY TIMESCALES
Stage 1	<ul style="list-style-type: none">• Taking instructions• Preparing a checklist• Checking the application form• Checking the supporting documentation• Advising on changes required to pack and drafting cover letter, if required <p>Likely timescale for stage 1 – between 3 to 12 weeks</p>
Stage 2	<ul style="list-style-type: none">• Consideration of your application by the Home Office <p>Likely timescale for stage 2 - see www.gov.uk/visa-processing-times</p>
Stage 3	<ul style="list-style-type: none">• Checking application has been granted correctly and advising on terms and conditions of visa <p>Likely timescale for stage 3 - no more than 1 week</p>

(7) Entrepreneur visas

(a) Average cost: £12,000 - £15,000 plus VAT and disbursements

(b) Likely disbursements:

- a. Visa application fee – please click [here](#)
- b. Immigration Health Surcharge fee of £400 per year of visa

(c) Other costs as required as set out in section 4

(d) Key stages and likely timescales:

STAGE	WORK UNDERTAKEN AND LIKELY TIMESCALES
Stage 1	<ul style="list-style-type: none">• Taking instructions• Preparing a checklist• Checking the application form• Checking the supporting documentation• Advising on changes required to pack and drafting cover letter, if required <p>Likely timescale for stage 1 – between 6 to 20 weeks</p>

Stage 2	<ul style="list-style-type: none"> • Consideration of your application by the Home Office <p>Likely timescale for stage 2 - see www.gov.uk/visa-processing-times</p>
Stage 3	<ul style="list-style-type: none"> • Checking application has been granted correctly and advising on terms and conditions of visa <p>Likely timescale for stage 3 - no more than 1 week</p>

(8) Investor visas

(a) Average cost: £15,000 - £20,000 plus VAT and disbursements

(b) Likely disbursements:

- Visa application fee – please click [here](#)
- Immigration Health Surcharge fee of £400 per year of visa

(c) Other costs as required as set out in section 4

(d) Key stages and likely timescales:

STAGE	WORK UNDERTAKEN AND LIKELY TIMESCALES
Stage 1	<ul style="list-style-type: none"> • Taking instructions • Preparing a checklist • Checking the application form • Checking the supporting documentation • Advising on changes required to pack and drafting cover letter, if required <p>Likely timescale for stage 1 – between 6 to 20 weeks</p>
Stage 2	<ul style="list-style-type: none"> • Consideration of your application by the Home Office <p>Likely timescale for stage 2 - see www.gov.uk/visa-processing-times</p>
Stage 3	<ul style="list-style-type: none"> • Checking application has been granted correctly and advising on terms and conditions of visa <p>Likely timescale for stage 3 - no more than 1 week</p>

(9) Exceptional Talent visas

(e) Average cost: £5,000 - £7,000 plus VAT and disbursements

(f) Likely disbursements:

- Endorsement Fee and Visa application fee – please click [here](#)
- Immigration Health Surcharge fee of £400 per year of visa

(g) Other costs as required as set out in section 4

(h) Key stages and likely timescales:

STAGE	WORK UNDERTAKEN AND LIKELY TIMESCALES
Stage 1	Applying to Home Office for an endorsement from one of the designated bodies in digital technology, the arts, humanities, engineering or science. Advice includes: <ul style="list-style-type: none">• Taking instructions• Preparing a checklist (covering stage 1 and 2)• Checking the stage 1 application form• Checking the supporting documentation• Advising on changes required to pack and drafting cover letter, if required Likely timescale for stage 1 – between 8 to 12 weeks
Stage 2	Should your endorsement be successful, the next step is to submit a visa application. Next steps include: <ul style="list-style-type: none">• Checking the stage 2 visa application form• Checking the supporting documentation• Advising on changes required to pack and drafting cover letter, if required
Stage 3	<ul style="list-style-type: none">• Consideration of your application by the Home Office Likely timescale for stage 3 - see www.gov.uk/visa-processing-times
Stage 4	<ul style="list-style-type: none">• Checking application has been granted correctly and advising on terms and conditions of visa Likely timescale for stage 4 - no more than 1 week

(10) Ancestry visas

(a) Average cost: £4,000 - £6,000 plus VAT and disbursements

(b) Likely disbursements:

- a. Visa application fee – please click [here](#)
- b. Immigration Health Surcharge fee of £400 per year of visa

(c) Other costs as required as set out in section 4

(d) Key stages and likely timescales:

STAGE	WORK UNDERTAKEN AND LIKELY TIMESCALES
Stage 1	<ul style="list-style-type: none"> • Taking instructions • Preparing a checklist • Checking the application form • Checking the supporting documentation • Advising on changes required to pack and drafting cover letter, if required <p>Likely timescale for stage 1 – between 3 to 12 weeks</p>
Stage 2	<ul style="list-style-type: none"> • Consideration of your application by the Home Office <p>Likely timescale for stage 2 - see www.gov.uk/visa-processing-times</p>
Stage 3	<ul style="list-style-type: none"> • Checking application has been granted correctly and advising on terms and conditions of visa <p>Likely timescale for stage 3 - no more than 1 week</p>

(11) Indefinite leave to remain applications:

(i) 5 year route

(a) Average cost: £3,000 - £5,000 plus VAT and disbursements

(b) Likely disbursements: please click [here](#)

(c) Other costs as required as set out in section 4

(d) Key stages and likely timescales:

STAGE	WORK UNDERTAKEN AND LIKELY TIMESCALES
Stage 1	<ul style="list-style-type: none"> • Taking instructions • Preparing a checklist • Checking the application form • Checking the supporting documentation • Advising on changes required to pack and drafting cover letter, if required <p>Likely timescale for stage 1 – between 3 to 8 weeks</p>
Stage 2	<ul style="list-style-type: none"> • Consideration of your application by the Home Office <p>Likely timescale for stage 2 - see www.gov.uk/visa-processing-times</p>
Stage 3	<ul style="list-style-type: none"> • Checking application has been granted correctly and advising on terms and conditions of visa <p>Likely timescale for stage 3 - no more than 1 week</p>

(ii) **10 year route**

- (a) Average cost: £5,000 - £9,000 plus VAT and disbursements (dependent on complexity of case and immigration history)
- (b) Likely disbursements: please click [here](#)
- (c) Other costs as required as set out in section 4
- (d) Key stages and likely timescales:

STAGE	WORK UNDERTAKEN AND LIKELY TIMESCALES
Stage 1	<ul style="list-style-type: none">• Taking instructions• Preparing a checklist• Checking the application form• Checking the supporting documentation• Advising on changes required to pack and drafting cover letter, if required Likely timescale for stage 1 – between 4 to 12 weeks
Stage 2	<ul style="list-style-type: none">• Consideration of your application by the Home Office Likely timescale for stage 2 - see www.gov.uk/visa-processing-times
Stage 3	<ul style="list-style-type: none">• Checking application has been granted correctly and advising on terms and conditions of visa Likely timescale for stage 3 - no more than 1 week

The stages set out above are an indication and if some of the stages above (or steps within the stages) are not required, any fees that would otherwise be attributable to any omitted stages will not be charged. Some of the items listed in one stage may take place at a different stage in the process, as not all applications run in the same linear fashion.

What VAT is charged on our fees?

The standard rate of UK VAT, which is currently 20%, is charged on our fees, except where indicated below. The only circumstances where we do not charge VAT (in relation to fees) are where:-

- We are billing an EU registered company and we are able to quote their VAT number on the face of our invoice. If we are billing an individual who resides in the EU we have to charge VAT as they will not be a VAT registered entity;
- We are billing an individual residing in a country that is outside of the EU which falls outside the scope for UK VAT.

Doyle Clayton your partner in the workplace operating from four offices:

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