

IMMIGRATION

APPLICATIONS

What is involved?

All of the work required to complete the application:

- 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 and whether you meet the criteria
- if you do not fulfil certain criteria, whether this can be overcome and how, which on average takes 1.5 hours*
- considering the supporting evidence you have provided, which we anticipate will take 2-3 hours*
- where necessary, helping you obtain further evidence (such as medical records and bank statements), including taking statements of any witnesses
- preparing your application and submitting it on your behalf, which we anticipate will take 3 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. This could be between 5-6 hours of work and an additional fee will be payable
- Giving you advice about the outcome of the application and any further steps you need to take

*the amount 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.

Timescale

The average time to submit your application to the Home Office is usually between 2-3 weeks providing we have all the information required, however, we cannot guarantee how long the Home Office will take to process your application. We shall aim to keep you updated as to the progress of your case at all times. In addition, the Home Office website provides guidance on the time scale the home office takes to reach a decision.

How much does this service cost?

The price will depend upon the type of application, the level of experience of the relevant fee earner, the capacity of the fee earner and complexity of the case but our fees typically start from:

Level 1 Application:

Travel Documents

Replacement Residence Permits (BRP, NTL)

Legal fees	£800
VAT on legal fees	£160
Total	£960

Level 2 Application:

Visit Visa

Naturalisation/Citizenship

EEA/EU Residence and Permanent Residence

Legal fees	£1,000
VAT on legal fees	£200
Total	£1,200

Level 3 Application:

Family reunion

Spouse, partner, civil or unmarried partners of non- EU nationals

Ancestry visas

Student Visas

Long residence in the UK

Legal fees	£1,200
VAT on legal fees	£240
Total	£1,440

Level 4 Application:

Entry clearance

Spouse, civil partner, fiancé visa

Legal fees	£1,500
VAT on legal fees	No Vat
Total	£1,500

Level 5 Application:

Adult Dependent Relatives

Points Based System Applications

Legal fees	£2,000
VAT on legal fees	£400
Total	£2,400

Disbursements are costs related to your matter that are payable to third parties, such as visa fees or independent expert reports. We handle the payment of the disbursements on your behalf to ensure a smoother process. Please keep in mind that, as with the legal fees, the disbursements will vary depending on the type of matter.

If there is an interview and we do attend with you, there will be additional fees for our work and disbursements in respect of our mileage/travel expenses.

The costs quoted here do not include:

- Any Home Office fees for making the application. You will pay this to the Home Office directly as part of the application process
- Where the Home Office refuse your application, advice and assistance in relation to any appeal
- All fees will incur VAT charges unless an exemption will apply

This is an indication of the fees which you are likely to pay, however, if you provide us with full details of the matter, we can then provide you with a full quote; please call us today 0845 873 13 13