

**VISA IMMIGRATION SERVICES & APPEALS LTD**  
**Fee Guide**

**1. Immigration Matters**

**1.1 Legal Fee:**

In immigration matters we may offer retainership on Hourly or Fixed Fee basis.

|  | Hourly Rate | VAT<br>(Not Vat<br>registered at<br>present , but<br>when we are this<br>may be<br>applicable) | Total |
|--|-------------|------------------------------------------------------------------------------------------------|-------|
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The fees set out below are charged on the basis of Fixed Fees.

| Service Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Fees              | VAT<br>(charged<br>at 20%)<br>TBC | Total            |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-----------------------------------|------------------|
| <b>One-off Advice via Legal Consultation</b><br>Ascertaining current circumstances and verbally confirming available options. Providing regulated professional advice and taking client instructions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | £150 -<br>£300    | £0<br>£0                          | £150<br>£300     |
| <b>One-off Advice via Legal Consultation and formal written advice and guidance via Letter of Instructions</b><br>Formal advice on client instructions, circumstances, legal position, relevant legislation, eligibility and UKVI compliant documentary requirements as well as preparation of legal strategy to meet client objectives via formal written advice confirmation.                                                                                                                                                                                                                                                                                                                                           | £600              | £                                 | £600             |
| <b>One-off Checking Service</b><br>Taking instructions, checking the completed application form and supporting documents and providing advice in relation to the matter at hand.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | £300 -<br>£400    | £0-<br>£0                         | £300-<br>£400    |
| <b>Entry Clearance Application - Applying from abroad to join family in the UK</b><br><br>Our fees for making an entry clearance application will include consultations, taking detailed instructions, considering documents and advising on timelines, drafting statements, providing a tailored made list of documents specific to your case to support the application, assessing each document to ensure maximum chance of success, making the application, booking an appointment at the visa centre, full preparation of the application pack with detailed legal representations. The cost quoted does not include where the Home Office refuse your application, advice and assistance in relation to any appeal. | £1,300-<br>£1,600 | £0-<br>£0                         | £1,300-<br>£1600 |

| Service Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Fees            | VAT (TBC) | Total         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----------|---------------|
| Spousal/Fiancée/Proposed Civil Partner/Unmarried partner:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | £1,500-£1800    | £0-£0     | £1500 - £1800 |
| Spousal/Fiancée/Proposed Civil Partner/Unmarried partner (If relying on self-employment):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | £2,000-£2,200   | £0-£0     | £2,000-£2,200 |
| Adult Dependant Relatives:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                 |           |               |
| <b>Entry Clearance Application (applying from abroad) including</b> <ul style="list-style-type: none"> <li>• Student Visas</li> <li>• Skilled workers visas</li> <li>• Ancestry visas (If you are a Commonwealth citizen, have a grandparent who was born in the UK and are able and planning to work in the UK)</li> </ul> <p>Our fees for making an entry clearance application will include consultations, taking detailed instructions, considering documents and advising on timelines, drafting statements, providing a tailored made list of documents specific to your case to support the application, assessing each document to ensure maximum chance of success, making the application, booking an appointment at the visa centre, full preparation of the application pack with detailed legal representations. The cost quoted does not include where the Home Office refuse your application, advice and assistance in relation to any appeal.</p> | £1,400 - £1,600 | £0-£0     | £1,400-£1,600 |
| <b>In Country Student visas</b> <p>Our fees for making an in-country application will include consultations, taking detailed instructions, considering documents and advising on timelines,</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | £1,000 - £1,300 | £0-£0     | £1,000-£1,300 |

| Service Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Fees                       | VAT<br>(TBC)      | Total                     |
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| <p>drafting statements, providing a tailored made list of documents specific to your case to support the application, assessing each document to ensure maximum chance of success, making the application by post or on line where applicable, full preparation of the application pack with detailed legal representations. The cost quoted does not include where the Home Office refuse your application, advice and assistance in relation to any appeal.</p>                                                                                                                                                                                                                                                        |                            |                   |                           |
| <p><b>Entry Clearance — Visit Visa for tourism or visiting friends/family</b></p> <p>Our fees for making an entry clearance application will include consultations, taking detailed instructions, considering documents and advising on timelines, drafting statements, providing a tailored made list of documents specific to your case to support the application, assessing each document to ensure maximum chance of success, making the application, booking an appointment at the visa centre, full preparation of the application pack with detailed legal representations. The cost quoted does not include where the Home Office refuse your application, advice and assistance in relation to any appeal.</p> | <p>£850 -<br/>£1,250</p>   | <p>£0-<br/>£0</p> | <p>£850 -<br/>£1,250</p>  |
| <p><b>In Country Further Leave to Remain Applications</b></p> <p>These include, but are not limited to:</p> <ul style="list-style-type: none"> <li>• Spousal</li> <li>• Fiancée</li> <li>• Proposed Civil Partner/</li> <li>• Unmarried partner/</li> <li>• Family life and Private life routes</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                               | <p>£1,000 -<br/>£1,200</p> | <p>£0-<br/>£0</p> | <p>£1,000-<br/>£1,200</p> |

| Service Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Fees                       | VAT<br>(TBC)      | Total                     |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-------------------|---------------------------|
| <p>Our fees for making an in country application will include consultations, taking detailed instructions, considering documents and advising on timelines, drafting statements, providing a tailored made list of documents specific to your case to support the application, assessing each document to ensure maximum chance of success, making the application by post or on line where applicable, full preparation of the application pack with detailed legal representations. The cost quoted does not include where the Home Office refuse your application, advice and assistance in relation to any appeal.</p>                                                                                                                                                                                                                                                                             |                            |                   |                           |
| <p><b>In Country Indefinite Leave to Remain/ Settlement Applications</b></p> <ul style="list-style-type: none"> <li>• Spousal</li> <li>• Fiancée</li> <li>• Proposed Civil Partner/</li> <li>• Unmarried partner/</li> <li>• Family life and Private life routes</li> </ul> <p>Our fees for making an in country application will include consultations, taking detailed instructions, considering documents and advising on timelines, drafting statements, providing a tailored made list of documents specific to your case to support the application, assessing each document to ensure maximum chance of success, making the application by post or on line where applicable, full preparation of the application pack with detailed legal representations. The cost quoted does not include where the Home Office refuse your application, advice and assistance in relation to any appeal.</p> | <p>£1,000 -<br/>£1,200</p> | <p>£0-<br/>£0</p> | <p>£1,000-<br/>£1,200</p> |

| Service Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Fees                                                | VAT<br>(TBC)                      | Total                                            |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-----------------------------------|--------------------------------------------------|
| <p><b>Long Residence Applications -</b></p> <p>In Country Long Residence 10 Years<br/>(continuous legal residence)</p> <p>In Country Long Residence 20 Years route</p> <p>Our fees for making an in country application will include consultations, taking detailed instructions, considering documents and advising on timelines, drafting statements, providing a tailored made list of documents specific to your case to support the application, assessing each document to ensure maximum chance of success, making the application by post or on line where applicable, full preparation of the application pack with detailed legal representations. The cost quoted does not include where the Home Office refuse your application, advice and assistance in relation to any appeal.</p> | <p>£1,500-<br/>£1,900</p> <p>£2,000-<br/>£2,400</p> | <p>£0<br/>£0</p> <p>£0<br/>£0</p> | <p>£1,500<br/>£1900</p> <p>£2,000<br/>£2,400</p> |
| <p><b>Application from abroad for family members to join EU Citizens in the UK</b></p> <p>Our fees for making an entry clearance application will include consultations, taking detailed instructions, considering documents and advising on timelines, drafting statements, providing a tailored made list of documents specific to your case to support the application, assessing each document to ensure maximum chance of success, making the application, booking an appointment at the visa centre, full preparation of the application pack with detailed legal representations. The cost quoted does not include where the Home Office refuse your application, advice and assistance in relation to any appeal.</p>                                                                     | <p>£1,200 -<br/>£1,400</p>                          | <p>£0-<br/>£0</p>                 | <p>£1,200-<br/>£1,400</p>                        |

| <b>Service Description</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Fees</b>                                  | <b>VAT<br/>(TBC)</b>       | <b>Total</b>                               |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|----------------------------|--------------------------------------------|
| <b>Applications for Proof of Residence for EU Citizens and their family members</b><br><br>EUSS applications for non EU national family members<br><br>EUSS applications for EU nationals<br><br>Our fees for making an in country application will include consultations, taking detailed instructions, considering documents and advising on timelines, drafting statements, providing a tailored made list of documents specific to your case to support the application, assessing each document to ensure maximum chance of success, making the application by post or on line where applicable, full preparation of the application pack with detailed legal representations. The cost quoted does not include where the Home Office refuse your application, advice and assistance in relation to any appeal. | £1,000 -<br>£1,200<br><br>£1,000 -<br>£1,200 | £0-<br>£0<br><br>£0-<br>£0 | £1,000-<br>£1,200<br><br>£1,000-<br>£1,200 |
| <b>Applying for British Citizenship Adults</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | £900 -<br>£1,100                             | £0-<br>£0                  | £900-<br>£1,100                            |
| <b>Children under 18</b><br><br>Our fees for making an in country application will include consultations, taking detailed instructions, considering documents and advising on timelines, drafting statements, providing a tailored made list of documents specific to your case to support the application, assessing each document to ensure maximum chance of success, making the application                                                                                                                                                                                                                                                                                                                                                                                                                      | £800-<br>£1,000                              | £0-<br>£0                  | £800-<br>£1000                             |

| Service Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Fees                                                                                                        | VAT<br>(TBC)                                                            | Total                                                                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| <p>by post or on line where applicable, full preparation of the application pack with detailed legal representations. The cost quoted does not include where the Home Office refuse your application, advice and assistance in relation to your remedies as there is no right of appeal.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                             |                                                                         |                                                                                                        |
| <p><b>Appeals</b></p> <p><b>Existing client (non-Asylum)</b></p> <p><b>New client (non-Asylum)</b></p> <p><b>Existing client (Asylum)</b></p> <p><b>New client (Asylum)</b></p> <p>Our fees for lodging and representing an appeal before the First Tier Tribunal will include drafting grounds of appeal, lodging with the Tribunal, consultations, taking detailed instructions, considering documents and advising on timelines, drafting statements, providing a tailored made list of documents specific to your case to support the appeal, assessing each document to ensure maximum chance of success, preparing court bundles, liaise with the Tribunal, Home Office, a Barrister and any Experts. If the appeal is unsuccessful, the cost quoted does not include any advice and assistance in relation to any onward appeal.</p> | <p>£1,800 -<br/>£2,300</p> <p>£2,000 -<br/>£2,500</p> <p>£2,000 -<br/>£2,500</p> <p>£2,500 -<br/>£3,000</p> | <p>£0-<br/>£0</p> <p>£0-<br/>£0</p> <p>£0-<br/>£0</p> <p>£0-<br/>£0</p> | <p>£1800-<br/>£2,300</p> <p>£2,000-<br/>£2,500</p> <p>£2,000-<br/>£2,500</p> <p>£2,500-<br/>£3,000</p> |

| Service Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Fees            | VAT (TBC) | Total         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----------|---------------|
| <p><b>Applying for family members to join a refugee in the UK</b></p> <p>Our fees for making an entry clearance application will include consultations, taking detailed instructions, considering documents and advising on timelines, drafting statements, providing a tailored made list of documents specific to your case to support the application, assessing each document to ensure maximum chance of success, making the application, booking an appointment at the visa centre, full preparation of the application pack with detailed legal representations. The cost quoted does not include where the Home Office refuse your application, advice and assistance in relation to any appeal.</p> | £1,000 - £1,200 | £0<br>£0  | £1,000-£1,200 |

## 1.2 Services Excluded:

- Not included in any of the above fees are:
- Any other cost related to your matter that are payable to third parties
- A supplement of £300 may apply for each additional dependant / multiple applicants.

## 1.3 Processing Times:

- We aim to submit an application within 2 weeks of receiving all the supporting documents and evidence that we have requested.
- Your caseworker will advise you further and agree a submission date depending on your individual circumstances.
- We cannot guarantee how long the Home Office / Visa Centre will take to process your application. Please refer to the current processing times on the Home Office Website.
  - a For inside the UK applications, please visit:  
<https://www.pov.uk/guidance/visa-decision-waiting-times-applications-inside-the-uk>
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<https://www.pov.uk/guidance/visa-decision-waiting-times-applications-outside-the-uk>

#### 1.4 Disbursements Fee Paid To The Third Parties'

Some of the common disbursements in immigration matters are:

- **Application** fee payable to the **Home Office (Application Fee, Biometric Enrolment Fee, International Health Surcharge (IHS) Fee** and any Premium Service Supplements)

These fees are payable to the Home Office and they vary depending on the type of application being submitted. We shall advise further

**Tribunal** fees - first tier (in appeal matters)

We will advise you the tribunal fee payable in your matter. For further details please visit:

<https://www.gov.uk/court-fees-what-they-are>

- Court of Appeal fees (in appeal matters)  
If your matter attracts any court of appeal fee, we will advise you accordingly.

**Other disbursements may include:**

Depending on your individual matter, there could be a number of other disbursements payable in your matter. We will advise you on the nature and costs of each disbursements before incurring them. Some of other disbursements in immigration matter are:

- a Barrister fees
- a Expert report fees
- a Cost of interpreters if required
- a Translations
- a Attending any Home Office interviews
- a Home Office / Visa fees and any Premium Service supplements
- a Immigration Health Surcharge
- a Court fees
- a Housing Reports for Immigration purposes
- a DNA tests where appropriate