



Employment Law

Initial Consultation Fixed Fee Package



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As dealing with employment issues can be stressful, we can offer a fixed fee consultation with a member of our specialist employment law team. We will guide you on your rights and obligations, and what options may be available to you.

The fixed fee for the initial consultation is **£355.00 plus VAT** for up to one hour of advice. Appointments take place by video conference via Microsoft Teams, by telephone or in person.

What do I need to provide in advance of the consultation?

You will be sent a link to complete our client onboarding process. For identification purposes you will be required to provide:

- A photograph of your passport
- A current bank statement / utility bill showing your current address OR your photographic driving licence.

When do I pay the fixed fee?

You will be asked to pay the fixed fee upfront, before the consultation takes place. This can be by way of debit or credit card or by direct Bank Transfer.

What if my consultation overruns?

For consultations lasting more than 60 minutes, time will be charged at **£88.75 plus VAT per 15 minutes**, or part thereof, and you shall be invoiced separately for this.

Will you consider any papers / information in advance of the consultation?

We can consider papers / information in advance if you wish. This will be charged at the same rate as if the consultation itself overruns, and you will also be required to pay this upfront (see above).

What if I require additional assistance following the initial consultation?

We will be happy to provide further assistance as required and will discuss this with you at your consultation.

Why choose BTO?

Our employment law team offers:

- Accredited specialists in employment law
- Highly ranked by independent legal directories. Chambers UK and The Legal 500.
- Experience in all types of employment law disputes, up to and including representation at the Employment Tribunal.

BTO has offices in Glasgow, Edinburgh and Helensburgh.

If you have any questions in connection with this package, call us on: **0141 225 5291**

Email: employmentlaw@bto.co.uk

www.bto.co.uk