

Fee Schedule – Businesses

Client status	Payment by 20 th of month	Payment within 7 days
Premium Hotline Member	\$200 per hour	\$180 per hour
Basic Hotline Member	\$250 per hour	\$225 per hour
Non Member	\$300 per hour	\$270 per hour
Brief from preferred solicitor (NB you may be subject to a further charge from your solicitor)	\$200 per hour	\$180 per hour

Notes:

1. All hourly rates are **exclusive** of GST.
2. For a full explanation of how the fee schedule works and how to become a Hotline Member click here: <http://www.approachablelawyer.com/feesexplanation.pdf>

Fee Schedule – Employees

Most cases are able to be conducted on a fixed fee basis as set out below (with the addition of a success fee). However, some cases which are exceptionally novel may be charged on an hourly rate where appropriate of \$175 + GST. Please ask at the outset whether your case falls into this latter category.

Employee Personal Grievances	Price	Payment in advance or within 7 days of invoice
Initial consultation and preparing letter to employer	\$700	\$630
Preparation for attendance at mediation or settlement meeting with employer * Assumes ½ day at mediation or in meeting	\$750 *	\$675.00
Drawing up settlement agreement	\$175	\$150
Filing Statement of Problem with Employment Relations Authority	\$450	\$400
Preparation for investigation meeting (including telephone conferences with the Employment Relations Authority, attending to all aspects of discovery, preparation of main witness statement. If the case settles after this preparation fee has been	\$1,200	\$1,080

incurred, a partial refund may be given depending on the amount of preparation undertaken or the extent of the settlement negotiations).		
Preparation of additional witness statements	\$500 each	\$450
Brief fee incurred for attendance at Investigation Meeting (NB. The brief fee is incurred 3 working days prior to the Investigation Meeting and includes attendance at the first day of the hearing. If the case settles after the brief fee has been incurred, a partial refund may be given depending on the amount of preparation undertaken or the extent of the settlement negotiations).	\$1,500	\$1,300
Additional attendances at Investigation Meeting	\$500 per half day	\$450 per half day.
Written submissions on liability	\$400	\$360
Written submissions on costs	\$300	\$270

Success Fee:

I do not act on a “no win, no fee” basis. However, I am able to keep my charges low by charging a success fee in addition to the fixed fee above.

Most “no win, no fee” advocates charge 25% of the damages they secure for you. Sometimes this means your case will not receive the attention it deserves if it becomes complicated or difficult.

My success fee is calculated on the difference between the compensation you receive (net of tax but inclusive of any contribution made to your costs or costs award) and the costs you have paid under the fixed fee schedule above (incl GST). That ensures that the success fee never brings your total costs above what you recover. The success fee is also charged at 5% which is much lower than the 25% charged by “no win, no fee” advocates and is capped at \$1,000.

Example 1: You recover \$6,000 in compensation but pay \$1500 in costs under the schedule. The success fee = 5% of \$4500 = \$225 (incl GST)

Example 2: You recover \$25,000 in compensation but pay \$1500 in costs under the Schedule. The success fee = 5% of \$23,500 = \$1000 (capped)

Where you are not seeking a monetary settlement (e.g. reinstatement) then we will agree on a success fee in advance of carrying out the work.

Notes:

1. Fixed prices are quoted **inclusive** of GST.
2. Occasionally cases don't follow the normal pattern and additional meetings, mediations or attendances before the Authority are required. Any work outside the normal scope will be charged at an hourly rate of \$175 plus GST.
3. **Payment Terms:** Payment can either be made within 7 days of the invoice (which attracts a discount), on the 20th of the month following, or in the case of financial hardship by instalments. Payment by instalments is to be made by a payment of \$450 upon receipt of instructions, plus \$450 per month until the conclusion of the case with the balance of the fees payable on conclusion of the case. Any overpayments will be refunded.