

FAMILY LAW  
Fixed Fee Guide



Children Matters



Divorce & Finance



## **1. What areas of work can we offer under a fixed fee?**

We offer advice and a range of services in relation to all areas of family law including:-

- Adoption
- Change of Name Deeds
- Care Proceedings
- Civil Partnerships
- Cohabitee Disputes
- Domestic Abuse
- Grandparents' rights
- Pre-Nuptial Arrangements
- Parental responsibility
- Parental abduction
- Financial Matters
- Divorce/Separation
- Injunctions/Non-Molestation
- Specific Issue Orders
- Prohibited Steps Orders

We will check whether legal aid is still available for your case but if not then we may be able to offer a fixed fee service.

## **2. What is a fixed fee?**

A fixed fee is exactly what it sounds like. We will agree to undertake a specific piece of work at a fixed price. We will agree with you what we will do and fix the price.

Any legal issue involving your family or a relationship breakdown is stressful and can be an expensive experience. We aim to provide our clients with certainty on costs so wherever possible we will offer a fixed fee. Our fixed fees are aimed at keeping the strain that our clients face to a minimum. Our clients can have the certainty of knowing exactly how much their costs are. Not all work is suitable for a fixed fee and if this applies to your case we will advise you accordingly. In these cases then we will be able to give an estimate of our fee and we will not exceed this estimate without your agreement

## **3. How does the fixed fee work?**

Your case will be considered by one of our experienced staff. We will then agree the action that we will take and provide the fee that will be charged. We can offer a fixed fee for different stages of your case and you can purchase all or some stages to suit your individual needs or a package to deal with the whole of your case.

Unlike other firms you do not need to instruct us to deal with your whole case but can purchase legal advice for certain stages which you find difficult to deal with.

We can offer a fixed fee to deal with all aspects of your case, including Court proceedings. You can limit your costs up to the stage that is purchased and then you have the choice whether or not to purchase the next stage. You have the control over how much your costs are.

There are always occasions when the unexpected occurs and additional work is required. We will tell you immediately if this happens and no further cost is incurred until a further fee agreement is agreed.

Variations from the fixed fee can also occur if the work needed changes significantly. Your solicitor will consider the change and impact on your case. If the change means that the work required falls outside your agreed action you will be notified in writing and given the option of a new fee arrangement.

# LEVINS SOLICITORS

— EST.1986 —

## HOW TO CONTACT US

### 1. By phone

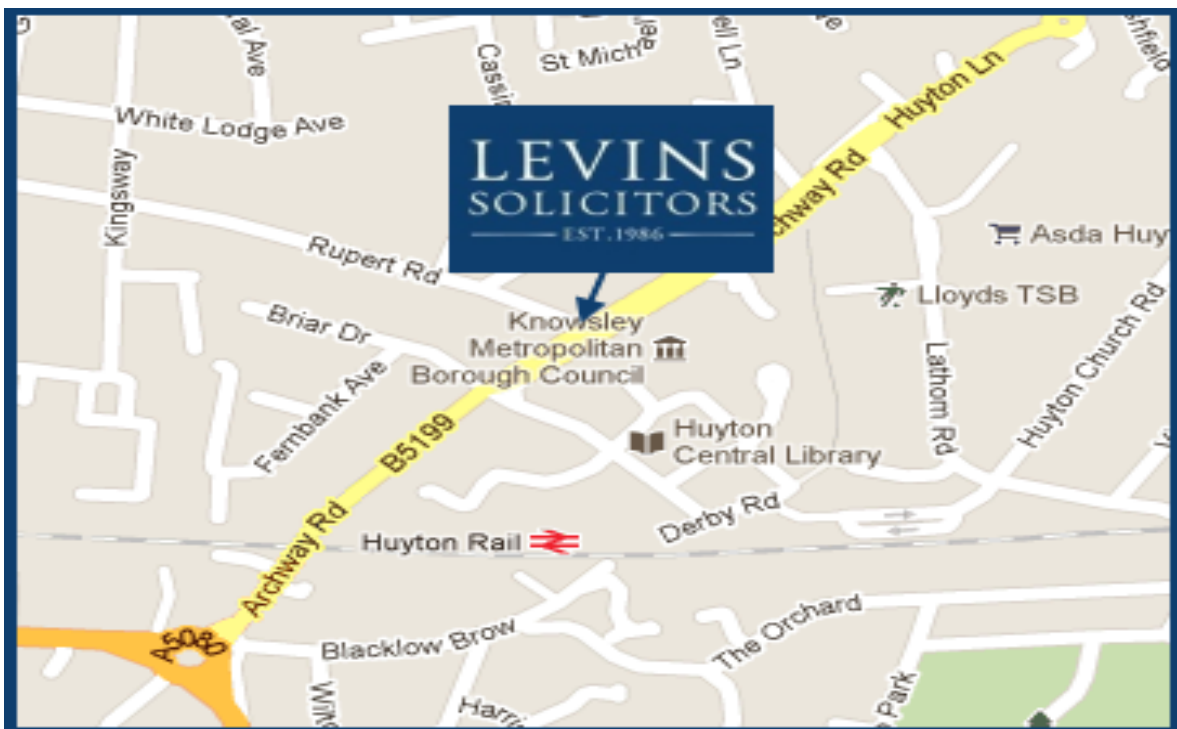
0151 480 5777

### 2. Our email

[family@levinslaw.co.uk](mailto:family@levinslaw.co.uk)

### 3. Our address

The Willows  
2 Rupert Road  
Huyton  
Liverpool  
L36 9TF



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awaiting picture



### **Jannine Jenkins – Head of Department**

Jannine graduated from Bolton University in 2002 with a BA Hons degree in law and psychology. She then completed the GDL through the College of Law and completed this in 2005. Jannine then completed her LPC at the College of Law, Chester and completed this course in 2008. Jannine qualified as a Solicitor in 2008.

Jannine joined the firm in May 2019 and has nearly 11 years experience in family law with a particular interest in children matters including private and public law. Jannine also deals with divorce and financial settlements arising from divorce or separation.

### **Bethany Kent – Trainee Solicitor**

Bethany has gained experience in personal injury and family matters since graduating and joined Levins in May 2017.

Bethany has a passion for family law; in particular children matters and domestic violence matters, she hopes to progress further in this area throughout her career.

### **Melissa Billington – Paralegal**

Melissa graduated from the University of Northumbria at Newcastle in 2017 with a First-Class Masters Degree in Law.

She has gained experience in road traffic accident litigation and all aspects of family law since graduating and joined Levins in May 2019.



#### **Laura Barker – Legal Assistant**

Laura is a Legal Assistant within the family department who regularly attends Court to assist Counsel. Laura has an extensive knowledge of family law. Laura has a friendly, approachable nature and is always willing to assist clients.



#### **Courtney Cavanagh – Legal Assistant**

Courtney joined the firm in January 2016 as an administration assistant and has now progressed to a family assistant after passing the Typaz Professional course with a distinction. Courtney also has a level 2 NVQ in Business and Administration and is working towards level 3. Courtney is a valuable member of the family team as she provides secretarial support to the department and also assists with the administration. Courtney also attends court to support clients when this is required.

## **GENERAL**

1. Initial consultation and assessment of case with a Solicitor/Head of Department and a letter to the other side.	£200.00	£40.00		£240.00
2. Initial consultation and assessment of case with a Solicitor and a letter to the other side.	£175.00	£35.00		£210.00
3. Initial consultation and assessment of case with a Trainee Solicitor and a letter to the other side.	£150.00	£30.00		£180.00
4. Change of name deed – Adult Only	£90.00	£18.00		£108.00
5. Change of name deed – Child Only	£90.00	£18.00		
An initial consultation will be required fees below:- £180.00 Trainee Solicitor £210.00 Assistant Solicitor £240.00 Solicitor/Head of Department				

## **DIVORCE/SEPARATION**

1. Divorce – Petitioner – Uncontested.	£400.00	£80.00	£550.00	£1030.00
2. Divorce – Respondent – Uncontested.	£200.00	£40.00		£240.00
3. Dissolution of Civil Partnership.	£400.00	£80.00	£550.00	£1030.00

## **FINANCIAL SETTLEMENTS**

All finance work will be undertaken at an hourly rate only.

Hourly rates are set out within the general section.

## **INJUNCTION/PROTECTION**

1. Preparation of Non-Molestation/Occupation Application and supporting documents up to and including lodgement at Court.	£500.00	£100.00		£600.00
2. Representation at without notice hearing.	£400.00	£80.00		£480.00
3. Representation at a return date.	£400.00	£80.00		£480.00
4. Representation at final hearing .	£1000.00	£200.00		£1200.00
5. First consultation including considering papers (Respondent).	£300.00	£60.00		£360.00

## **CHILDREN**

1. Preparation of application for an order (C100).	£200.00	£40.00	£215.00	£455.00
2. Preparation of application for order or directions or leave (C2).	£100.00	£20.00	£215.00	£335.00
3. Representation at first hearing (Applicant).	£500.00	£100.00		£600.00
4. Representation at first hearing (Respondent).	£400.00	£80.00		£480.00
5. Representation at a single direction hearing (Applicant).	£500.00	£100.00		£600.00
6. Representation at a single direction hearing (Respondent).	£400.00	£80.00		£480.00
7. Representation at a final hearing.	£1,000.00	£200.00		£1200.00
8. Bundle preparation – dependent upon the case – this is at the fee earners discretion based upon time spent on preparation.				
9. Any work outside the above is charged at an hourly rate i.e. complying with directions.				

**All work outside of the fixed fee is to be undertaken at the hourly rate of the allocated fee earner.**