



ANDREW LODGE
ORTHOTICS

HIGH QUALITY ORTHOTIC SERVICES

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Company No. 5537145

Terms of Engagement, February 2019

1. My current hourly fee rate is £95 per hour for all time spent on the case with the exception of travelling time which is charged at half the above rate.
Reports are available on a fixed fee basis if required. Please contact to ask for a quotation.
2. Appointments are available in rooms at Elland, West Yorkshire or North Cheam, SM3. Alternatively, claimants can be assessed on a domiciliary basis nationwide.
3. My daily rate for attending Court Hearings is £750 per day, which includes time for travelling and waiting. I expect payment even if I do not have to give oral evidence.
Days booked for Court Hearings and subsequently cancelled are subject to fees at the following rates:

Cancellation over 4 weeks before Court date	No charge
Cancellation between 2 and 4 weeks before Court date	£250 per day
Cancellation between 0 and 2 weeks before Court date	£500 per day
4. I will also invoice you for any reasonable expenses at cost. Any necessary mileage will be charged at 45p per mile. Copies of receipts will be provided should they be requested.
5. My accounts are not subject to VAT.
6. In legally aided cases (where my fees constitute a disbursement), I expect you to make a prompt claim to the Legal Services Commission and advise me of any expected delay in settlement. In all other cases I expect payment within 30 days of invoice date from you my Client, irrespective of whether your client has paid you.
7. Should accounts not be settled within the agreed period, at my discretion, I have the right to charge interest on unpaid accounts at the rate of 2% per month, or part of a month, until full settlement is received.
8. I am not prepared to have my accounts subjected to assessment and look to you, my Client, to fund any assessment deducted relating to the case, at any time.
9. I will use my experience, care and skill in fulfilling your instructions to the best of my ability. Please remember that I am an independent witness.
10. Please let me have your full instructions, together with any further relevant information you may have, and confirm your agreement in writing to the above terms.
11. Please keep me closely informed on the progress of the case. I may be able to help in the period before trial, if indeed the matter proceeds to that stage.