



Regulated by OISC
Ref No: F201100207

INCLUDES Administrative & File Handling Charges. DOES NOT INCLUDE Home Office, Embassy, Official fees etc.

LEVEL 1 ADVICE

INSIDE UK APPLICATIONS/ FURTHER LEAVE TO REMAIN/ VARIANCE

Consultancy/ Initial Advice (One-off)	£30.00	1 Time: Maximum 20 Minutes
	Postal Application	Same Day Service
Tier 1 (Exceptional Talent)	£750.00	N/A
Tier 1 (Entrepreneur)	£750.00	N/A
Tier 1 (General)	£750.00	£750
Tier 1 (Investor)	£1,250.00	£1,500
Tier 1 (Graduate Entrepreneur)	£750.00	N/A
Tier 2 (Main Applicant/ Dependent)	£500.00	£750
Tier 4 Main Applicant/ Dependent)	£500.00	£750
Tier 5 Main Applicant/ Dependent)	£500.00	£600
Visitor (All categories)	£300.00	N/A
Indefinite Leave to Remain	£500.00	£750
Spouse/ Civil Partner/Marriage	£500.00	£750
Each Dependent with Main Applicant (Child/ Adult)	£200.00	£300
Passport	£200.00	N/A
Nationality	£500.00	N/A
Renunciation of Nationality	£300.00	N/A
Seasonal Agricultural Workers Scheme	£300.00	N/A
Sectors Based Scheme	£300.00	N/A
Worker Registration Scheme	£300.00	N/A
Sole representatives of overseas firms	£750.00	N/A
Representatives of overseas news agencies	£750.00	N/A
Domestic workers	£500.00	N/A
Elderly Dependent Relative	£500.00	N/A
UKBA Change of Circumstances	£200.00	N/A
covered in above categories)/ Other Applications	£500.00	N/A
Transfer of Residence (NTL)	£300.00	£600
PEO Representation only (Application Preparation)	N/A	£600

OUTSIDE UK APPLICATIONS/ LEAVE TO ENTER/ ENTRY CLEARANCE

Consultancy/ Initial Advice	£30.00	Time: Maximum 20 Minutes
	Postal Application	Same Day Service
Tier 1 (Exceptional Talent)	£500.00	N/A
Tier 1 (Entrepreneur)	£750.00	N/A
Business Plan (Inside/Outside UK Application)	£1,000.00	N/A
Tier 1 (Investor)	£1,250.00	N/A
Tier 1 (Graduate Entrepreneur)	£500.00	N/A
Tier 2	£500.00	N/A
Tier 4	£400.00	N/A
Tier 5	£500.00	N/A
Visitor (All categories)	£300.00	N/A
Settlement/ILR	£500.00	N/A
Spouse/ Civil Partner/Marriage	£500.00	N/A
Dependants (Child/Adult) with main applicant	£200.00	N/A
Dependants without main applicant	£500.00	N/A
Nationality	£500.00	N/A

Renunciation of Nationality	£300.00		N/A
Seasonal Agricultural Workers Scheme	£300.00		N/A
Sectors Based Scheme	£300.00		N/A
Worker Registration Scheme	£300.00		N/A
Sole representatives of overseas firms	£750.00		N/A
Representatives of overseas news agencies	£750.00		N/A
Domestic workers	£500.00		N/A
Other Dependents not covered above	£300.00		N/A
UKBA Change of Circumstances/ Passport App	£300.00		N/A
Variation of Leave & Entry Clearance (not covered in above mentioned categories)/ Other	£500.00		N/A
All EEA Applications	500		
Educational Institutions Services Fees			
Tier 4 Licence Application	£750.00		N/A
Retention Fee (Excluding applications)	£90.00 per hour		N/A
Employer Services Fees			
Tier 2/ 5 Licence Application	£750.00		N/A
Retention Fee (Excluding applications)	£90.00 per hour		N/A

>> The applications not covered by this Fee Scale are charged at £90/Hour and a fixed fee can be agreed with the client for specific advice/ application.

Home Office/Embassy Fee are not included in Fee and should be paid directly to them by the client

Full Application Preparation Fee(s) Includes:

Correspondence with Immigration Authorities	Application Submission
Administrative Charges	All Correspondence with Home Office until Decision is made.
Photocopies for Home Office	Correspondence with the client in UK
1 Applicant only	
Fax Charges	

Fee(s) does not include: (But not limited to)

Embassy Fees	College/University Tuition/Registration Fee
Interpreters	Third party Fees such as Translators
Special Mail Deliveries	Council Fees
Home Office Fee	All Government Departments Fees
International Fax/ International Call/ Letter	Local Authorities, Tribunals fees
Any thing not covered by Fee(s) Includes (above)	Similar other Bodies fees

Business Plan(s)

All fees are subject to change on ten (10) days prior notice and OISC is always informed of new fee scale.

>> If a client withdraw application before completion of the matter, client will be charged on the basis of work already completed on an hourly rate of £90/hour and minimum unit is £30/20 Minutes.

>> We would inform clients of any additional expenses prior to spending, if any.

>> All fees are fixed unless stated otherwise in client care.

>> An official receipt bearing the reference number will be issued to for any monies taken from clients.

>> VAT is not charged on fees as business is not VAT registered.

>> If client's case does not fall within one of the above mentioned categories, client will be charged £90/Hour and we will provide an estimate of the fees in client care letter before carrying out work.

>> All Fees are payable in advance unless we agreed otherwise in writing.

Bank: RBS BANK (Automated Payment Account Only)

Account Name: Immigration Corporates (Client A/c)

Sort Code: 83-04-25

Account No: 1 1 1 5 5 2 9 8

Fees are only payable in cash/online bank transfer. Cheque/ Drafts and Postal Order are not accepted.

Accommodation Survey Report £100.00

(Within 10 Miles radius of Business Place. Over 10 Miles, for Every extra mile distance (Each way) will be charged at £0.60/Mile in addition to normal £100 fee.)

Sponsorship Letter Preparation (Drafting/Duplicate/Re-Printing) £25.00

Copies of Documents from Client File

£0.25/Copy

(Minimum Cost £3.00)

Where client email address is available, copies will only be provided in electronic form (by email) unless requested otherwise. Documents in post will be sent by 1st class post.

For any queries related to this fee scale, please contact us @

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Stoke on Trent
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[Send us a message](#)