

SCHEDULE

Regulation 3

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Regulation 17

TABLE OF FEES ALLOWABLE TO SOLICITORS

PART 1

TABLE OF FEES ALLOWABLE TO SOLICITORS  
FOR ASSISTANCE BY WAY OF REPRESENTATION

1. Subject to paragraph 3 of this Part, the fees allowable to a solicitor for providing assistance by way of representation shall be for criminal matters and civil matters as follows:–

	<i>Criminal</i>	<i>Civil</i>
(a) the fee for attendance at, and all work prior to–		
(i) any diet at which a plea to the competency or relevancy of the complaint or proceedings, or a plea in bar of trial, is tendered;		
(ii) any diet at which a question within the meaning of rule 31.1 of the Act of Adjournal (Criminal Procedure Rules) 1996(1) is raised;		
(iii) any diet at which there is tendered a plea of guilty;		
(iv) any diet at which the court is considering the accused’s plea of guilty to the charges and where there has been no change of plea; and		
(v) any diet at which the court is considering the accused’s changed plea of guilty to the charges, and where no	£70.00	–

(1) S.I.1996/513.

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	<i>Criminal</i>	<i>Civil</i>
application for criminal legal aid has been made;		
(b) fees, as undernoted, for work other than or subsequent to that described in (a) above—		
<b>1. The fee for—</b>		
(i) any time up to the first half hour spent by a solicitor appearing in court or conducting another hearing;	£27.40	£33.15
(ii) each quarter hour (or part thereof) subsequent to the first half hour spent in court or conducting another hearing.	£13.70	£16.60
<b>2. The fee for—</b>		
(i) each quarter hour (or part thereof) spent by a solicitor in carrying out work other than that prescribed in paragraphs 1 and 3 to 5 hereof, provided that any time is additional to the total time charged for under paragraph 1 above;	£10.55	£12.75
(ii) for each quarter hour (or part thereof) spent by a solicitor’s clerk in carrying out work other than that prescribed in paragraphs 3 to 5 hereof.	£5.25	£6.35
<b>3. The fee for—</b>		
(i) each citation of a witness including execution thereof;		
(ii) framing and drawing precognitions and other necessary papers,		

	<i>Criminal</i>	<i>Civil</i>
subject to paragraph 4(iii) below – per sheet (or part thereof);		
(iii) instructing messengers-at-arms and sheriff officers, including examining execution and settling fee;		
(iv) lengthy telephone calls (of over 4 and up to 10 minutes duration); and		
(v) letters, including instructions to counsel, subject to paragraph 4(ii) below – per page (or part thereof).	£6.00	£7.25
<b>4. The fee for–</b>		
(i) attendance at court offices for performance of formal work including each necessary lodging in or uplifting from court or each necessary enquiry for documents due to be lodged;		
(ii) short letters of a formal nature, intimations and letters confirming telephone calls;		
(iii) framing formal papers, including inventories and title pages – per sheet (or part thereof);		
(iv) revising papers drawn by counsel or where revisal ordered by court – per 5 sheets (or part thereof); and		
(v) short telephone calls (of up to 4 minutes duration).	£2.40	£2.90

**5.** Where a document is copied and it is necessary to take a copy of more than 20 sheets (whether 20 of 1

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	<i>Criminal</i>	<i>Civil</i>
sheet, 5 of 4 sheets or whatever), a fee of 8 pence shall be paid for each sheet copied.		

### Interpretation

2. In this table—
- a “sheet” shall consist of 250 words or numbers;
  - a “page” shall consist of 125 words or numbers.

### Petition by debtor for sequestration

3. The fees allowable to a solicitor for providing assistance by way of representation in relation to a petition by a debtor for the sequestration of his estate under section 5(2)(a) of the Bankruptcy (Scotland) Act 1985(2) shall be—

- (a) £33.15 for any time spent by a solicitor appearing in court in connection with the petition; and
- (b) £54.45 for all other work in connection with the petition.

## PART II

### TABLE OF FEES ALLOWED TO SOLICITORS FOR ADVICE AND ASSISTANCE OTHER THAN ASSISTANCE BY WAY OF REPRESENTATION

1. Subject to paragraph 2 of this Part, the fees allowable to a solicitor shall be calculated for criminal matters and for civil matters and for children’s matters arising out of Part II of the Children (Scotland) Act 1995(3) as follows:—

	<i>Criminal</i>	<i>Civil</i>	<i>Children</i>
A.			
	Time occupied in carrying out work for the client other than work described in paragraphs B to E below.		
	(i) Solicitor –	£10.55	£12.75
	per quarter hour (or part thereof)		£12.75
	(ii) Solicitor’s clerk – per quarter	£5.25	£6.35
			£6.35

(2) 1985 c. 66.

(3) 1995 c. 36.

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		<i>Criminal</i>	<i>Civil</i>	<i>Children</i>
	hour (or part thereof)			
B.	For short letters of a formal nature, short telephone calls (of up to 4 minutes duration), framing formal documents such as inventories and engrossing formal documents for signature – per sheet (or part thereof)	£2.40	£2.90	£2.90
C.	For letters other than B above – per page (or part thereof), framing non-formal documents other than recognitions – per sheet of 250 words (or part thereof) and lengthy telephone calls (of over 4 and up to 10 minutes duration)	£6.00	£7.25	£7.25
D.	For taking and drawing recognitions – for the first sheet of 250 words or less	£21.05	£25.50	£25.50
	for each subsequent sheet of 250 words	£21.05	£25.50	£25.50
	for each subsequent sheet of less than 250 words	£10.55	£12.75	£12.75

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	<i>Criminal</i>	<i>Civil</i>	<i>Children</i>
E.	Where a document is copied and it is necessary to take a copy of more than 20 sheets (whether 20 of 1 sheet, 5 of 4 sheets or whatever), a fee of 8 pence shall be paid for each sheet copies.		

2. Where the fees which would be allowable to a solicitor in respect of the matter in respect of which advice and assistance was given, calculated in accordance with paragraph 1 above, would amount to less than £25.00 or where a solicitor elects to claim only the fee provided for in this paragraph, a fee of £25.00 shall be allowable in place of the fees so calculated.

**Interpretation**

3. In this Table—
- a “sheet” shall consist of 250 words or numbers; and
  - a “page” shall consist of 125 words or numbers.”.