

SCHEDULE 3

Regulation 17

TABLE OF FEES ALLOWABLE TO SOLICITORS

PART I

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—

(a) £70 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 113 of the Act of Adjournal (Consolidation) 1988^{M1} 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 application for criminal legal aid has been made;

(b) fees, as undernoted, for work other than or subsequent to that described in (a) above—

(1) The fee for—

- (i) any time up to the first half hour spent by a solicitor appearing in court or conducting another hearing shall be £27.40;
- (ii) each quarter hour (or part thereof) subsequent to the first half hour spent in court or conducting another hearing shall be £13.70.

(2) The fee for—

- (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, shall be £10.55;
- (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 shall be £5.25.

(3) The fee for—

- (i) each citation of a witness including execution thereof;
- (ii) framing and drawing precognitions and other necessary papers, 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),

shall be £6.00.

(4) The fee for—

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- (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 revision ordered by court – per 5 sheets (or part thereof); and
 - (v) short telephone calls (of up to 4 minutes duration),
- shall be £2.40.

(5) Where an exceptional amount of copying proves necessary, a fee of 35 pence shall be paid for each sheet.

Marginal Citations
M1 [S.I. 1988/110](#).

Interpretation

2. In paragraph 1 of this Part–
- a “sheet” shall consist of 250 words or numbers;
 - a “page” shall consist of 125 words or numbers; and
- “exceptional” means the production of more than 20 output copy sheets (whether 20 of 1 sheet, 5 of 4 sheets or whatever) when a document has been copied.

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 ^{M2} shall be–

- (a) £27.40 for any time spent by a solicitor appearing in court in connection with the petition; and
- (b) £45 for all other work in connection with the petition.

Marginal Citations
M2 [1985 c.66](#); [section 5\(2\)\(a\)](#) was amended by section 3(2) of the [Bankruptcy \(Scotland\) Act 1993 \(c.6\)](#).

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 as follows:–

A. Time occupied in carrying out work for the client other than work described in paragraphs B to E below–	£10.55
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(i)solicitor – per quarter hour (or part thereof)	
(ii)solicitor’s clerk – per quarter hour (or part thereof)	£ 5.25
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
C.For letters other than in B above – per page (or part thereof), framing non-formal documents other than precognitions – per sheet of 250 words (or part thereof) and lengthy telephone calls (of over 4 and up to 10 minutes duration)	£ 6.00
D.For taking and drawing precognitions – for the first sheet of 250 words or less for each subsequent sheet of 250 words	£21.05
for each subsequent sheet of 250 words	£21.05
for each subsequent sheet of less than 250 words	£10.55

EWhere an exceptional amount of copying proves necessary, a fee of 35 pence shall be paid for each sheet.

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;

a “page” shall consist of 125 words or numbers; and

“exceptional” means the production of more than 20 output copy sheets (whether 20 of 1 sheet, 5 of 4 sheets or whatever) when a document has been copied.

Changes to legislation:

There are outstanding changes not yet made by the legislation.gov.uk editorial team to The Advice and Assistance (Scotland) (Consolidation and Amendment) Regulations 1996. Any changes that have already been made by the team appear in the content and are referenced with annotations.

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Changes and effects yet to be applied to :

- sch 3 am by [S.S.I. 2006/233 reg 2](#)
- sch 3 am by [S.S.I. 2007/60 reg 9](#)
- sch 3 am by [S.S.I. 2010/312 reg 3](#)
- Sch.3 Pt.I para.1 amended by [S.S.I. 2000/181 reg.2\(4\)\(a\)](#)
- Sch.3 amended by [S.I. 1997/726 reg. 6](#)
- Sch.3 amended by [S.I. 1997/726 reg. 6](#)
- Sch.3 Pt.II para.1 .D revoked by [S.S.I. 2000/181 reg.2\(4\)\(b\)](#)
- Sch 3 subst by [S.S.I. 2005/171 reg 3 Schedule](#)
- Sch. 3 Pt. 1 para. 5 substituted by [S.S.I. 2013/250 reg. 2\(3\)](#)
- sch. 3 Pt. 1 para. 1 substituted by [S.S.I. 2019/78 sch. 12](#)
- sch. 3 Pt. 1 para. 3(a) sum substituted by [S.S.I. 2019/78 reg. 6\(2\)\(b\)](#)
- sch. 3 Pt. 1 para. 3(b) sum substituted by [S.S.I. 2019/78 reg. 6\(2\)\(c\)](#)
- sch. 3 Pt. 4 para. 3 sum substituted by [S.S.I. 2019/78 reg. 6\(5\)\(a\)](#)
- sch. 3 Pt. 4 para. 3 sum substituted by [S.S.I. 2019/78 reg. 6\(5\)\(b\)](#)
- sch. 3 Pt. 4 para. 5 sum substituted by [S.S.I. 2019/78 reg. 6\(5\)\(i\)](#)
- sch. 3 Pt. 4 para. 5 sum substituted by [S.S.I. 2019/78 reg. 6\(5\)\(j\)](#)
- Sch. 3 Pt. 2 Table words deleted by [S.S.I. 2017/466 reg. 5\(5\)\(a\)](#)
- Sch. 3 Pt. 1 para. 1 words inserted by [S.S.I. 2013/144 reg. 2\(2\)\(a\)](#)
- Sch. 3 Pt. 1 para. 1 Table words inserted by [S.S.I. 2013/144 reg. 2\(2\)\(b\)](#)
- Sch. 3 Pt. 1 para. 1 Table words inserted by [S.S.I. 2013/144 reg. 2\(2\)\(c\)](#)
- Sch. 3 Pt. 2 para. 1 words inserted by [S.S.I. 2013/144 reg. 2\(3\)](#)
- sch. 3 Pt. 1 para. 1 substituted by [S.S.I. 2021/56 sch. 12](#)
- sch. 3 Pt. 1 para. 1 substituted by [S.S.I. 2022/30 sch. 12](#)
- Sch. 3 Pt. 1 para. 1 Table substituted by [S.S.I. 2023/135 Sch. 9](#)
- Sch. 3 Pt. 1 words inserted by [S.S.I. 2021/368 reg. 5\(3\)](#)
- sch. 3 Pt. 1 para. 2 words inserted by [S.S.I. 2022/30 reg. 6\(2\)\(b\)](#)
- Sch. 3 Pt. 2 para. 2 omitted by [S.S.I. 2008/240 reg. 3\(9\)\(c\)](#)
- sch. 3 Pt. 2 substituted by [S.S.I. 2019/78 sch. 13](#)
- sch. 3 Pt. 2 para. 1 substituted by [S.S.I. 2021/56 sch. 13](#)
- sch. 3 Pt. 2 para. 1 substituted by [S.S.I. 2022/30 sch. 13](#)
- Sch. 3 Pt. 2 para. 1 Table substituted by [S.S.I. 2023/135 Sch. 10](#)
- Sch. 3 Pt. 2 para. 1 word substituted by [S.S.I. 2008/240 reg. 3\(9\)\(a\)](#)
- Sch. 3 Pt. 2 para. 1 word substituted by [S.S.I. 2008/240 reg. 3\(9\)\(b\)\(i\)](#)
- Sch. 3 Pt. 2 para. 1 word substituted by [S.S.I. 2008/240 reg. 3\(9\)\(b\)\(ii\)](#)
- Sch. 3 Pt. 2 para. 1 word substituted by [S.S.I. 2008/240 reg. 3\(9\)\(b\)\(iii\)](#)
- Sch. 3 Pt. 2 para. 1 word substituted by [S.S.I. 2008/240 reg. 3\(9\)\(b\)\(iv\)](#)
- Sch. 3 Pt. 2 para. 1 word substituted by [S.S.I. 2008/240 reg. 3\(9\)\(b\)\(v\)](#)
- Sch. 3 Pt. 2 para. 1 word substituted by [S.S.I. 2008/240 reg. 3\(9\)\(b\)\(vi\)](#)
- Sch. 3 Pt. 2 para. 1 word substituted by [S.S.I. 2008/240 reg. 3\(9\)\(b\)\(vii\)](#)
- Sch. 3 Pt. 2 para. 1 word substituted by [S.S.I. 2008/240 reg. 3\(9\)\(b\)\(viii\)](#)

Changes and effects yet to be applied to the whole Instrument associated Parts and Chapters:

Whole provisions yet to be inserted into this Instrument (including any effects on those provisions):

- Sch. 2 para. 2A inserted by [S.S.I. 2008/240 reg. 3\(7\)\(b\)](#)
- Sch. 2 para. 5(d)(l) inserted by [S.S.I. 2013/137 reg. 9\(4\)](#)

- Sch. 2 para. 5(bb) inserted by S.S.I. 2013/142 reg. 4(4)(a)
- Sch. 2 para. 5(d)(aa)(ab) inserted by S.S.I. 2013/142 reg. 4(4)(b)
- Sch. 2 para. 4A(4) inserted by S.S.I. 2013/200 reg. 4(4)
- Sch. 2 para. 5(bc) inserted by S.S.I. 2020/424 reg. 2(4)(b)
- Sch. 2 para. 5(d)(m) inserted by S.S.I. 2020/424 reg. 2(4)(c)
- Sch. 2 para. 5(bd) inserted by S.S.I. 2021/333 reg. 2(4)
- Sch. 2 para. 5(d)(aza)(azb) inserted by S.S.I. 2021/73 reg. 4(3)
- Sch. 2 para. 5(d)(azc)(azd) inserted by S.S.I. 2022/31 reg. 4(3)
- Sch. 2 para. 5(be)-(bg) inserted by S.S.I. 2023/11 reg. 2(4)
- sch. 2 para. 5(2)(aze) inserted by S.S.I. 2023/258 reg. 4(4)
- Sch. 2 para. 5(d)para. 5(azf)(azg) inserted by S.S.I. 2024/141 reg. 5(3)
- sch. 2 para. 5(n)(o) inserted by S.S.I. 2024/178 reg. 2(3)
- Sch. 2 para. 5(k) inserted by S.I. 2008/1879 reg. 35(5)
- Sch. 2 para. 5(bg) words inserted by S.S.I. 2023/178 reg. 5(5)
- Sch. 2 para. 5(ba) words substituted by S.S.I. 2014/90 Sch. Pt. 3
- Sch. 3 Pt. 1 para. 4A inserted by S.S.I. 2011/41 reg. 6(a)
- Sch. 3 Pt. 1 para. 1A inserted by S.S.I. 2014/257 reg. 2
- Sch. 3 Pt.034 inserted by S.S.I. 2017/466 reg. 5(5)(b)
- Sch. 3 Pt. 56 inserted by S.S.I. 2021/55 reg. 3(5)
- Sch. 3 Pt. 78 inserted by S.S.I. 2023/313 reg. 5(5)(c)
- Sch. 3 Pt. 2 para. E substituted by S.S.I. 2013/250 reg. 2(4)
- sch. 3 Pt. 4 para. 4(a) sum substituted by S.S.I. 2019/78 reg. 6(5)(c)
- sch. 3 Pt. 4 para. 4(a) sum substituted by S.S.I. 2019/78 reg. 6(5)(d)
- sch. 3 Pt. 4 para. 4(b)(i) sum substituted by S.S.I. 2019/78 reg. 6(5)(e)
- sch. 3 Pt. 4 para. 4(b)(i) sum substituted by S.S.I. 2019/78 reg. 6(5)(f)
- sch. 3 Pt. 4 para. 4(b)(ii) sum substituted by S.S.I. 2019/78 reg. 6(5)(g)
- sch. 3 Pt. 4 para. 4(b)(ii) sum substituted by S.S.I. 2019/78 reg. 6(5)(h)
- sch. 3 Pt. 4 para. 6 sum substituted by S.S.I. 2019/78 reg. 6(5)(k)
- sch. 3 Pt. 4 para. 6 sum substituted by S.S.I. 2019/78 reg. 6(5)(l)
- sch. 3 Pt. 5 sum substituted by S.S.I. 2021/56 reg. 6(6)(a)
- sch. 3 Pt. 5 sum substituted by S.S.I. 2021/56 reg. 6(6)(b)
- sch. 3 Pt. 5 sum substituted by S.S.I. 2021/56 reg. 6(6)(c)
- sch. 3 Pt. 5 sum substituted by S.S.I. 2022/30 reg. 6(6)(a)
- sch. 3 Pt. 5 sum substituted by S.S.I. 2022/30 reg. 6(6)(b)
- sch. 3 Pt. 5 sum substituted by S.S.I. 2022/30 reg. 6(6)(c)
- Sch. 3 Pt. 5 sum substituted by S.S.I. 2023/135 reg. 7(3)(e)(i)
- Sch. 3 Pt. 5 sum substituted by S.S.I. 2023/135 reg. 7(3)(e)(ii)
- Sch. 3 Pt. 5 sum substituted by S.S.I. 2023/135 reg. 7(3)(e)(iii)
- Sch. 3 Pt. 1 para. 1(a) omitted by S.S.I. 2008/240 reg. 3(8)(a)
- sch. 3 Pt. 1 para. 3(a) sum substituted by S.S.I. 2021/56 reg. 6(2)(b)(i)
- sch. 3 Pt. 1 para. 3(b) sum substituted by S.S.I. 2021/56 reg. 6(2)(b)(ii)
- sch. 3 Pt. 1 para. 3(a) sum substituted by S.S.I. 2022/30 reg. 6(2)(c)(i)
- sch. 3 Pt. 1 para. 3(b) sum substituted by S.S.I. 2022/30 reg. 6(2)(c)(ii)
- Sch. 3 Pt. 1 para. 3(a) sum substituted by S.S.I. 2023/135 reg. 7(3)(a)(ii)(aa)
- Sch. 3 Pt. 1 para. 3(b) sum substituted by S.S.I. 2023/135 reg. 7(3)(a)(ii)(bb)
- Sch. 3 Pt. 1 para. 1(a) words omitted by S.S.I. 2008/240 reg. 3(8)(a)
- Sch. 3 Pt. 1 para. 1(b) words substituted by S.S.I. 2008/240 reg. 3(8)(b)
- sch. 3 Pt. 3 substituted by S.S.I. 2019/78 sch. 14
- sch. 3 Pt. 3 substituted by S.S.I. 2021/56 sch. 14
- sch. 3 Pt. 3 substituted by S.S.I. 2022/30 sch. 14
- Sch. 3 Pt. 3 Table substituted by S.S.I. 2023/135 Sch. 11
- Sch. 3 Pt. 4 para. 4(b)(i) by S.S.I. 2023/135 reg. 7(3)(d)(v)
- sch. 3 Pt. 4 para. 3 sum substituted by S.S.I. 2021/56 reg. 6(5)(a)
- sch. 3 Pt. 4 para. 3 sum substituted by S.S.I. 2021/56 reg. 6(5)(b)
- sch. 3 Pt. 4 para. 4(a) sum substituted by S.S.I. 2021/56 reg. 6(5)(c)
- sch. 3 Pt. 4 para. 4(a) sum substituted by S.S.I. 2021/56 reg. 6(5)(d)
- sch. 3 Pt. 4 para. 4(b)(i) sum substituted by S.S.I. 2021/56 reg. 6(5)(e)
- sch. 3 Pt. 4 para. 4(b)(i) sum substituted by S.S.I. 2021/56 reg. 6(5)(f)

- Sch. 3 Pt. 6 para. 3(b)(ii) sum substituted by S.S.I. 2023/135 reg. 7(3)(f)(v)
- Sch. 3 Pt. 6 para. 3(b)(ii) sum substituted by S.S.I. 2023/135 reg. 7(3)(f)(vi)
- Sch. 3 Pt. 6 para. 4 sum substituted by S.S.I. 2023/135 reg. 7(3)(f)(vii)
- Sch. 3 Pt. 6 para. 4 sum substituted by S.S.I. 2023/135 reg. 7(3)(f)(viii)
- Sch. 3 Pt. 6 para. 5 sum substituted by S.S.I. 2023/135 reg. 7(3)(f)(ix)
- Sch. 3 Pt. 6 para. 5 sum substituted by S.S.I. 2023/135 reg. 7(3)(f)(x)
- Sch. 3 Pt. 6 Table para. 2 words substituted by S.S.I. 2023/313 reg. 5(5)(b)
- Sch. 3 Pt. 2 para. DA inserted by S.S.I. 2011/41 reg. 6(b)
- reg. 2A inserted by S.S.I. 2011/161 reg. 2(2)
- reg. 4A inserted by S.S.I. 2017/466 reg. 5(2)
- reg. 4A substituted by S.S.I. 2021/55 reg. 3(2)
- reg. 4A(d) inserted by S.S.I. 2023/313 reg. 5(2)
- reg. 5(1A) inserted by S.S.I. 2023/178 reg. 5(3)(c)
- reg. 5(3) inserted by S.S.I. 2023/178 reg. 5(3)(e)
- reg. 6(1)(b) word inserted by S.S.I. 2013/200 reg. 4(3)(a)
- reg. 6(1)(b) words substituted by S.S.I. 2005/445 art. 2Sch. para. 24
- reg. 6(1)(c) inserted by S.S.I. 2013/200 reg. 4(3)(b)
- regs 8A - 8B added by S.S.I. 2007/60 reg 5
- reg. 8C inserted by S.S.I. 2008/240 reg. 3(2)
- reg. 13(3) words inserted by S.S.I. 2008/240 reg. 3(3)(a)
- reg. 13(6)(7) added by S.S.I. 2008/240 reg. 3(3)(b)
- reg. 14A inserted by S.S.I. 2008/240 reg. 3(4)
- reg. 14A(4) inserted by S.S.I. 2017/466 reg. 5(3)
- reg. 14A(4) word omitted by S.S.I. 2023/313 reg. 5(3)(a)
- reg. 14A(4) words inserted by S.S.I. 2021/55 reg. 3(3)
- reg. 14A(4) words inserted by S.S.I. 2023/313 reg. 5(3)(b)
- reg 15A added by S.S.I. 2004/492 regs 25
- reg. 15A(1) words inserted by S.S.I. 2008/240 reg. 3(5)
- reg.16(2)(a)(x) added by S.I. 1998/724 reg.3
- reg. 16(2)(a)(xii)-(xiv) inserted by S.S.I. 2020/424 reg. 2(3)
- reg. 16(2)(a)(xvi)(xvii) inserted by S.S.I. 2023/11 reg. 2(3)(a)
- reg. 16(2)(a)(xviii)(xix) inserted by S.S.I. 2024/178 reg. 2(2)
- reg. 16(2)(a)(xvii) words inserted by S.S.I. 2023/178 reg. 5(4)(a)
- reg. 16(2)(a)(xi) inserted by S.S.I. 2013/137 reg. 9(3)
- reg. 16(2)(a)(xv) inserted by S.S.I. 2021/333 reg. 2(3)
- reg.16(2)(i)(j) added by S.I. 1997/726 reg.4(c)
- reg.16(2)(i)(j) added by S.I. 1997/726 reg.4(c)
- reg. 16(2)(i) words substituted by S.S.I. 2014/90 Sch. Pt. 3
- reg. 16(2)(k) omitted by S.S.I. 2011/134 reg. 3(a)
- reg. 16(2)(l) words omitted by S.S.I. 2010/166 reg. 5(a)
- reg. 16(2)(m) inserted by S.S.I. 2010/166 reg. 5(b)
- reg. 16(2)(n) inserted by S.S.I. 2023/11 reg. 2(3)(b)
- reg. 16(2)(n) words inserted by S.S.I. 2023/178 reg. 5(4)(b)
- reg. 16(2)(ca) inserted by S.S.I. 2013/142 reg. 4(3)(c)
- reg. 16(2)(cb) inserted by S.S.I. 2021/73 reg. 4(2)
- reg. 16(2)(cc) inserted by S.S.I. 2022/31 reg. 4(2)
- reg. 16(2)(cd) inserted by S.S.I. 2023/258 reg. 4(3)
- reg. 16(2)(ce) inserted by S.S.I. 2024/141 reg. 5(2)
- reg. 16A inserted by S.S.I. 2020/191 reg. 4
- reg. 16A heading substituted by S.S.I. 2022/229 reg. 4(a)
- reg. 16A(1) substituted by S.S.I. 2022/229 reg. 4(b)
- reg. 16A(2) omitted by S.S.I. 2022/229 reg. 4(c)
- reg. 17(1A) inserted by S.S.I. 2017/466 reg. 5(4)
- reg. 17(1A)(c)(d) inserted by S.S.I. 2021/55 reg. 3(4)
- reg. 17(1A)(e)(f) inserted by S.S.I. 2023/313 reg. 5(4)
- reg. 17(1B)(1C) inserted by S.S.I. 2022/292 reg. 3(b)
- reg. 17(1B) sum substituted by S.S.I. 2023/135 reg. 7(2)
- reg. 17(3)-(5) added by S.S.I. 2008/240 reg. 3(6)

- reg. 17(4A)(4B) inserted by [S.S.I. 2017/291](#) reg. 4(2)
- reg 22 added by [S.I. 2010/462](#) regs 34