

Cost Estimates		Reasonable Fee Estimates (applying the factors in Rule 9.1)		
Work Type	Usual services provided	Low	Medium	High
Employment Agreements (Provision of templates) *	Advice in relation to versions of employment types (permanent, permanent part-time, fixed term, casual), customising employment agreements for your requirements, instructions on completion of commercial term schedules, advice around consent for deductions from pay and accommodation (if applicable), advice on implementation of templates, advice around inclusion of trial periods and probationary periods as applicable.	\$600.00	\$900.00	\$1,200.00
Employment Agreement (One-Off drafting) *	Drafting Employment Agreement in accordance with your instructions, including applicable details as instructed, provision of finalised Employment Agreement.	\$300.00	\$500.00	\$800.00
Purchase of Business *	Receiving instructions, advising on terms of Agreement for sale & purchase, communications with your Accountant, communications with the Vendor regarding due diligence enquiries, review of current lease, recommendations for necessary variations to Lease, communications with solicitor for the landlord regarding consent to the assignment of Lease, negotiation of new lease / variation of lease, review of supply agreements, assistance as applicable, communications with your lender and review of proposed security arrangements, personal property securities register attendances, preparation of settlement documentation and lease assignment documentation, effecting settlement, post-settlement attendances around adjustments for stock-in-trade.	\$3,000.00	\$6,000.00	\$9,000.00
Sale of Business *	Receiving instructions, advising on terms of Agreement for sale & purchase, communications with your Accountant, communications with the Purchaser regarding due diligence enquiries, review of current lease arrangements, communications with solicitor for the landlord regarding consent to the assignment of Lease, review of existing security arrangements, personal property securities register attendances, advice around existing employee arrangements,	\$2,000.00	\$3,000.00	\$4,000.00

* Plus GST

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Work Type	Usual services provided	Low	Medium	High
	preparation of settlement documentation, effecting settlement and repayment of secured creditors, post-settlement attendances around adjustments for stock-in-trade.			
Share sale / Share Purchase *	Advising on what information we will need to be able to assist with the transaction, drafting Share Sale Agreement, engagement with your accountant, engagement with the Company accountant, forwarding draft Share Sale Agreement to you for review, engagement with solicitors for the other parties, revision of Share Sale Agreement, assistance with entering into of Agreement, assistance with due diligence, drafting of ancillary transaction documentation, obtaining releases of guarantees / security in preparation for settlement, receiving bank instructions, implementing refinancing, issuing / receiving settlement statement, settlement of transaction, reporting to you / your accountant, digitisation and storage of original documentation.	\$3,000.00	\$6,000.00	\$9,000.00
Joint Venture (Shareholders Agreement) *	Provision of advice on options, advice in relation to information we need, meeting with you to discuss proposed joint venture, drafting Shareholders Agreement, provision of draft for your review, revision of Shareholders Agreement, further meetings with you, correspondence with solicitors for other joint venture parties, finalisation of Shareholders Agreement, drafting Constitution for the Company, assistance with execution of Shareholders Agreement and ancillary documentation, digitisation and storage of original documentation.	\$2,500.00	\$4,500.00	\$6,500.00

* Plus GST