



1 CROWN OFFICE ROW

Instructions from Legal Professionals

We accept instruction from solicitors, in-house legal departments and other professional clients representing themselves or a diverse client base including entrepreneurs, small businesses, large corporations, NGOs and local and central Government in the practice areas listed on our website.

The first point of contact is our professional, approachable and experienced clerking team, who are recommended as *“very personable and offer a seamless service, providing accurate fee quotes and billing transparency.”* They *“will bend over backwards to find you someone suitable”* (Chambers & Partners 2019). Led by David Bingham, they are able to discuss the needs of your case then provide clarity on the time, costs and most suitable barrister/s.

Fees and timescales depend on the complexity, urgency and funding of your case as well as the seniority of counsel. For fees, this can vary from a fixed fee for specified work such as an advice, drafting documents or representation at a hearing in Court, to an agreed upon hourly fee for cases which require flexibility. VAT is not applicable to all fees and our clerks can advise on whether it applies on a case by case basis. Generally speaking, the more senior and therefore experienced the barrister the higher his or her fees.

As barristers must carry out all their professional work personally, there will be times when they may not be available or Court commitments may affect the proposed time frame. These are all noted by the clerks and clients kept informed of any changes or potential delays. Our clerks and barristers ensure that clients are updated every step of the way to avoid unexpected expense or delay.

Instructions from Members of the Public

Public Access is the name given by the Bar Council to the scheme where anyone – members of the public, firms, companies – can directly instruct specially trained barristers without the use of a solicitor in accordance with the Bar Council’s Public Access scheme. The Public Access Guidance for Lay Clients is available on the Bar Standards Board website [here](#). You can also review a list of authorised barristers on the Bar Council’s Barrister’s Register [here](#).

We require an [enquiry form](#) to be submitted with your contact and case details in order to confirm if your case is suitable for a Public Access Barrister or whether it would be better dealt with by a Solicitor. If one of our Public Access Barristers can do it, then a clerk familiar with Public Access procedures will explain how the process works, who the most appropriate Public Access Barrister for your case is, timing and how much it will cost (e.g. fixed or hourly fees, if VAT applies etc). The time scales, fees and work agreed to be undertaken are clearly laid out in the client care letter sent to direct access clients.

Our [four step process](#) for directly instructing our barristers is also available to download [here](#).

More information is available on who you can instruct, which practice areas we accept Direct Access instruction in and how are available on our [Public Access](#) page and on our dedicated website, [Barrister for Me](#).

If you have any concerns, please don’t hesitate to contact Andrew Meyler or David Bingham and our complaints procedure can be found [here](#).

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Barristers are regulated by the Bar Standards Board