

SCHEDULE 4

Regulation 3(6)

Amendments to schedule 2A of the Civil Legal Aid (Scotland) (Fees) Regulations 1989

1.	The fee for—		
	(a)	any time up to the first half hour spent by a solicitor conducting a proof or hearing	£41.51
	(b)	each quarter hour (or part thereof) subsequent to the first half hour	£20.79
2.	The fee for—		
	(a)	each quarter hour (or part thereof) spent by a solicitor in carrying out work other than that prescribed in paragraphs 1 and 3 to 7 of this table, provided that any time is additional to the total time charged for under paragraph 1	£15.97
	(b)	each quarter hour (or part thereof) spent by a solicitor's clerk in carrying out work other than that prescribed in paragraphs 3 to 7 of this table	£7.97
3.	The fee for framing affidavits – per sheet (or part thereof)		£13.12
4.	The fee for—		
	(a)	framing and drawing all necessary papers, other than affidavits or papers of a formal character – per sheet (or part thereof),	
	(b)	each citation of a party, witness or haver including execution thereof,	
	(c)	instructing sheriff officers, including examining execution and settling fee,	
	(d)	agency accepting service of any writ,	
	(e)	lodging first step of process,	
	(f)	lengthy telephone calls (of over 4 minutes and up to 10 minutes duration),	
	(g)	letters, including instructions to counsel – per page (or part thereof), subject to paragraph 5(f) below,	
	(h)	perusing any document (other than a letter) consisting of not more than 12 sheets – for the first 2 sheets and each 2 sheets thereafter.	
	Note: Where the document perused consists of more than 12 sheets the fee for perusing the whole document shall be charged in accordance with paragraph 2 above		
	in each of sub-paragraphs (a) to (h).		£9.10
5.	The fee for—		
	(a)	attendance at court or First-tier Tribunal for Scotland offices for performance of formal work including making up process and each necessary lodging in (other than first step) uplifting from or borrowing of process (to include return of same) or enquiry for documents due to be lodged,	

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	(b)	revising papers drawn by counsel, where ordered or necessary – per 5 sheets (or part thereof),	
	(c)	framing formal papers such as inventories, title pages and accounts of expenses per sheet (or part thereof),	
	(d)	certifying or signing a document,	
	(e)	short telephone calls (of up to 4 minutes duration),	
	(f)	short letters of a formal nature, intimations, and letters confirming telephone calls.	
	in each of sub-paragraphs (a) to (f)		£3.64
6.	The fee for each quarter of an hour (or part thereof) spent travelling—		
	(a)	by a solicitor	£8.01
	(b)	by a solicitor’s clerk	£4.01
7.	(a)	There is no fee for photocopying—	
	(i)	where fewer than 20 sheets are copied at any one time,	
	(ii)	in relation to the first 20 sheets copied at any one time.	
	(b)	Subject to sub-paragraph (a), the fee for all photocopying in relation to proceedings is—	
	(i)	for each sheet copied for up to 10,000 sheets	£0.05
	(ii)	for each sheet copied in addition to the first 10,000 sheets	£0.01