

EARLY STAGE BUSINESS SERVICES

We work closely with our clients as their trusted partner providing proactive, expert commercial legal advice that is straightforward, practical and cost effective.

We will provide an early-stage business with a meeting with relevant members of our early-stage business team to get to know your business, your needs and what you want to achieve. We can then tailor-make a bespoke package that is unique to you, your business and what you need.



Estimated fees for incorporating a new company:

- Company Incorporation – Our formation agents charge approximately £150 (including VAT) for incorporation. If the client does not require bespoke Articles of Association or a Shareholders' Agreement, our involvement will typically be limited to collating the necessary information and submitting the incorporation, which takes approximately one hour of our time.
- Articles of Association & Shareholders' Agreement – Our estimated fees are £1,500 plus VAT and disbursements for working with the client to draft and finalise appropriate Articles of Association and/or a Shareholders' Agreement. This is an estimated cost, and the final fee will depend on the complexity and specific requirements of the client.
- Registered Office Address Service – £350 plus VAT and disbursements per year, which includes:
 - Acting as the registered office address.
 - Forwarding post received at the registered office.
 - Filing the annual Confirmation Statement.

Contact Us

Speak with a member of the Corporate & Commercial team:

 corporate@dtmlegal.com

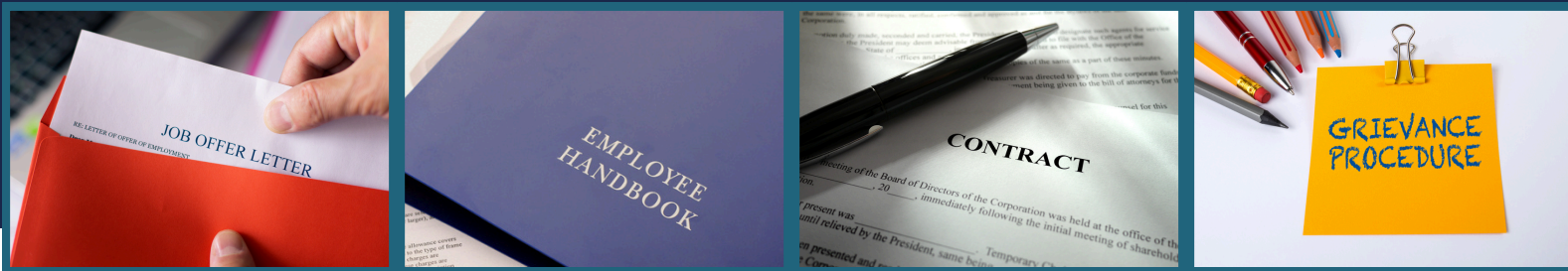
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EMPLOYMENT & HR

FIXED FEE PACK

In the early stages of growing a business, the cost of putting the right Employment & HR contracts, policies and procedures in place can feel daunting. However, failing to protect your business when employing staff is a common and often costly mistake. To reduce uncertainty, DTM Legal offers a Fixed Fee Employment & HR Package for early-stage businesses.



What's Included:

- Template Offer Letter
- Template Contract of Employment
- Template Staff Handbook containing all legally required or strongly recommended policies, including:
 - Health & Safety Policy
 - Disciplinary & Capability Policy / Procedure
 - Grievance Policy / Procedure
 - Data Protection Policy
 - EDI Policy
 - Sexual Harassment Policy
 - Sickness Absence Policy
 - Anti-Bullying & Harassment Policy & Whistleblowing Policy

Cost: £950 plus VAT.

For additional support or more bespoke documents, we offer a range of pricing structures and agree on the best approach to meet your business needs for the service you require.

Contact Us

Speak with a member of the
Employment & HR team:

 employment@dtmlegal.com

 0151 321 0000 / 01244 354800





Our brilliant team of legal professionals combine commercial acumen, passion and a can-do approach to deliver legal excellence and outstanding service.

Our Services include:

Corporate and Commercial, Dispute Resolution, Commercial Property, Employment & HR

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| Commercial and Contract Law | Debt Recovery |
| Corporate Finance | Dispute Resolution |
| Alternative Finance | Recruitment Advice |
| Sales and Mergers | Contracts of Employment |
| Reorganisations | Policies and Procedures |
| Share Structures | Helpline for day-to-day queries |
| Franchising, Agency and Distribution | Bespoke Training on HR issues |
| IT and E-Commerce | Landlord and Tenant Work |
| Intellectual Property | Freehold and Leasehold |
| Funding and Security Arrangements | Property Sale and Purchases |
| Private Equity and Venture Capital | Property Management Work |
| Mediation and Settlement Agreements | Negotiation of Leases and Licences |
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For further details visit www.dtmlegal.com or email information@dtmlegal.com



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“DTM Legal’s team is partner led and always gives sound commercial advice.”
Legal 500

