

**NICOL LAW**  
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Please check our website as fees may change. Listed fees are for typical scenarios and do not supersede individual engagement agreements. Fee offerings are dependent on our capacity and acceptance of a mandate. Disbursements and GST are extra.

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## INTRODUCTION

Legal matters can be complex and stressful. Our goal is to reduce the added financial concerns by providing exceptional service at fair and competitive prices and offering novel payment structures.

By providing transparent prices and offerings we hope to build trust with you and encourage ourselves to constantly evaluate and improve. We look forward to serving you.

## HOURLY FEES

We often charge based on the time it takes to do work on a file. We may be able to provide a fee estimate but cannot guarantee fees on an hourly retainer. Actual fees depend on variables outside of our control such as required revisions, complexity, and cooperation of the other side.

<b>Role</b>	<b>Practice Years</b>	<b>Hourly Fee</b>
000001: Paralegal		\$125
000002: Student		\$180
000003: Junior Lawyer	0 – 3	\$275
000004: Mid-Level Lawyer	4 – 8	\$330
000005: Senior Lawyer	9 +	\$550

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## FIXED AND QUOTED FEES

We may offer a fixed fee for limited scope items which allows for pricing certainty. The fees below are representative of our standard pricing based on typical scenarios and are not binding unless otherwise communicated to a client in writing.

### Incorporation Packages

Item	Fee
020001: Bronze Package Incorporation Bylaws Shareholder and Director Resolutions Shareholder and Director Registers Digital Minute Book	\$1,200
020002: Silver Package Bronze Package + Unanimous Shareholders Agreement	\$3,400
020003: Gold Package Silver Package + Share Purchase Agreement	\$5,000

### Incorporation Package Add-Ons

Item	Fee
020501: Named Corporation Conflict Review	\$200
020502: Additional Shareholder	\$75
020503: Additional Director/Officer	\$75

### Corporate Maintenance

Item	Fee
021001: Minute Book Review and Update	from \$450
021002: Registered Office & Annual Filings	\$500
021003: (Alberta) Extra-Provincial Registered Office and Annual Return	\$350
021004: (Other) Extra-Provincial Registered Office and Annual Return	\$450

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### Corporate or Employer Contracts

Item	Fee
020505: Unanimous Shareholder Agreement	from \$2,500
023002: Non-Disclosure Agreement A specific use or standardized agreement for sensitive information sharing.	from \$750
023003: Employment Agreement A standard agreement for employee relationships including effective assignment of intellectual property.	\$1,500
023004: Contractor Agreement A standard agreement to successfully onboard a contractor to provide services including effective assignment of intellectual property.	\$1,500
023005: Service Agreement A standard agreement for your business to provide services to your clients.	\$2,000
023006: Agreement Discount A discount for services provided with an Incorporation Package.	- \$250

### Corporate and Employer Termination

Item	Fee
024001: Termination of Personnel Review employment or contractor agreement, advise on termination process, and prepare termination documentation.	from \$1,500
024002: Termination of Personnel Discount A discount for services provided under agreements prepared by Nicol Law.	- \$500

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## Employment and Employee Termination

Item	Fee
040001: Employment Offer Review An assessment on a new employment offer and advice on potential conflicts with obligations to previous employers.	\$750
040002: Severance Offer Review An assessment on whether a proposed severance is reasonable and fair and recommend steps to negotiate a better severance offer.	\$750
040003: Other Employment Review An assessment of an issue or dispute with your employer with advice on how to resolve the dispute.	from \$750
040004: Hybrid Contingency - Severance Improvement After a severance offer review, we may offer a reduction to our hourly rates for a portion of the potential severance increase.	

## Litigation Review

Item	Fee
050001: Litigation Review - Prior to Filing	from \$1,500
050002: Litigation Review - Filed Pleadings	from \$2,000
050003: Litigation Review - After Records Disclosure or Questioning	from \$2,500
050004: Litigation Review - Summary Review A simplified review primarily intended as a second opinion on your claim.	from \$1,000
051003: Dispute Services Subscription Package After a litigation review, we may offer a subscription model with a base monthly fee for ordinary steps to advance the litigation or defence.	

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**Will and Estates**

<b>Item</b>	<b>Fee</b>
060001: Single Will	\$500
060002: Personal Directive A document that allows an agent to make medical decisions on your behalf.	\$250
060003: Power of Attorney A document that allows an agent to make financial decisions on your behalf.	\$250
060004: Single Will and Personal Directive or Power of Attorney	\$650
060005: Single Will and Personal Directive and Power of Attorney	\$750
060006: Update Existing Will	from \$325
060101: Couples Wills	\$800
060102: Couples Power of Attorneys	\$350
060103: Couples Personal Directives	\$350
060104: Couples Wills and Personal Directives or Power of Attorneys	\$900
060105: Couples Wills and Personal Directives and Power of Attorneys	\$1,050
060106: Update Existing Couples Wills	from \$425

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### Other Offerings

Item	Fee
<b>080001: Extended Initial Assessment</b> Summary advice on an issue based on a limited document review and one hour meeting prior to a full engagement.	\$500
<b>081001: Contract Review</b>	from \$750
<b>082001: Cease and Desist Letter</b> Review the available evidence and draft and send a cease and desist letter, as applicable.	from \$500
<b>082002: Demand Letter</b> Review the available evidence and draft and send a demand letter, as applicable.	from \$500
<b>083001: Guarantees Acknowledgement Act Certificate</b> Meet with a guarantor to ensure they understand their obligations under a Guarantee and provide a Guarantees Acknowledgement Act certificate.	from \$350
<b>083002: Independent Legal Advice Certificate</b> Meet with a party to provide legal advice on their rights under a finalized contract prior to signing and provide an Independent Legal Advice certificate.	from \$350
<b>084001: Commission or Notarize Document</b>	from \$50

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## SUBSCRIPTION FEES

Subscription packages ensure that you have a professional available on-call to address needs as they arise. Services include compliance with legal and tax requirements, responses to ongoing and emergent situations, and triage for appropriate courses of action. Substantive work may form part of the hours included in each package or may be billed separately.

Services provided by Nicol Law are our responsibility and our CPA partner is responsible for their work mandate. Subscriptions may be cancelled at any time. At each quarter, fees are deemed earned, non-refundable, and owing to Nicol Law regardless of use of entitlements.

### Packages

Item	Fee
022001: Bronze Law Package Registered office Hold minute book Complete annual return and meetings Unlimited triage of your legal issue within 5 business days Up to 6 hours of legal time per calendar year 10% discount on additional time	\$150/month
022011: Bronze Law & Accounting Package Bronze Law Package + Annual bookkeeping; Cash basis Annual GST filing Unlimited support; 5 day or less response time Financial reports and review call Strategy session(s) with CPA Financials statements from bookkeeping software All necessary T Slips CRA representation	\$300/month

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Item	Fee
022002: Silver Law Package Bronze Package + Unlimited triage of your legal issue within 3 business days Up to 9 hours of legal time per calendar year 15% discount on additional time	\$250/month
022012: Silver Law & Accounting Package Silver Law Package + Bronze Package + Quarterly bookkeeping; Cash or accrual basis Up to quarterly GST filing Payroll support Quarterly follow-up meetings Unlimited support; 3 day or less response time Compilation of engagement financial statements	\$500/month
022003: Gold Law Package Silver Package + Unlimited triage of your legal issue within 2 business days Up to 12 hours of legal time per calendar year 20% discount on additional time	\$350/month
022013: Gold Package Gold Law Package + Silver Package + Monthly bookkeeping; Cash or accrual basis Up to monthly GST filing Monthly follow-up meetings Unlimited support; 2 day or less response time	\$700/month

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**MEDIATION**

Nicol Law may provide non-binding mediation services that constitute a dispute resolution process pursuant to Rule 4.16 of the Alberta *Rules of Court*. Our mediations allow for parties to submit written submissions, not to exceed 5 pages, and up to 10 evidentiary documents, not to exceed 35 pages, ahead of the mediation. Extra time or accommodations are billed out at an hourly rate.

Item	Fee
070001: Mediation – Half Day	\$3,000
070001: Mediation – Full Day	\$5,000

**ARBITRATION**

Nicol Law may provide binding arbitration services. The process and pricing will vary depending on the particular issues in dispute.

Item	Fee
070101: Arbitration	

**BLENDED CONTINGENCY FEES**

We may be able to offer a blended contingency fee structure that reduces our hourly rates in exchange for a portion of potential recovery in your matter. Blended contingency fees reduce a barrier to seeking legal representation by lowering the upfront costs of those services and mitigating the loss if a matter is not successful.

Fee reductions and contingency rates are generally determined after a Litigation Review.

**OTHER MANDATES**

We are always looking for ways to provide more certainty and access to legal advice. Please contact us if you would like to discuss a fixed fee, subscription, or blended contingency for a service that is not listed.

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## RUSH FEES

Item	Fee
990101: Hourly – Less than 2 Business Days Notice	Up to 25% extra
990102: Fixed Fee – Less than 10 Business Days Due Date	Up to 25% extra
990103: Fixed Fee – Less than 7 Business Days Due Date	Up to 50% extra

## DISBURSEMENTS

Disbursements are amounts we pay on your behalf and may include the set-off costs of providing non-legal services such as printing. We aim to avoid charges for these set-off costs and will do so only when the demands are particularly onerous. All other disbursements will be charged to you subject to our discretion.

We will charge an additional disbursement of \$75 for the Civil Litigation Filing Levy for filing documents in the Alberta Court of Kings Bench, as applicable.

## INTEREST

Interest on overdue accounts will be charged in accordance with our Engagement General Terms. Please ensure sufficient funds are in trust to cover your account and pay your account on time to avoid interest charges.

## OTHER RESOURCES

We recommend obtaining capable counsel whenever possible. However, we recognize that needs do not stop when financial limits mean you cannot afford or access counsel. The following information and resources are not legal advice but may be helpful to you:

1. [Calgary Legal Guidance](#) provides summary advice appointments regarding family, immigration, criminal, landlord and tenant, employment, or other civil issues.
2. [Legal Aid Alberta](#) may be able to assist you with certain family, criminal, immigration or trustee / guardianship issues.
3. The [Government of Alberta](#) has a website available with more information court procedures and steps required for wills and estates, family law, or restraining and protection orders.
4. [Willownet](#) is a website run by the Centre for Public Legal Education Alberta and provides general information on restraining orders and protection orders.