



## Entrepreneurs

### Fixed price legal products for SMEs



We have developed various fixed price products that aim to make the process of obtaining legal advice for SMEs as straightforward and cost transparent as possible. Below is a menu of the products we offer.

#### **Founder Shareholders' Package - £2,000**

This includes the preparation of a tailored founder shareholders' agreement, new articles of association and the necessary shareholders' and directors' resolutions to implement the arrangements. We also carry out a health check on your company to ensure all your Companies House filings are up to date and in good order.

#### **Venture Capital Starter Pack – Free to our clients**

The pack comprises practical tips on preparing a business plan, guidelines on the lawful issue of a business plan (including a model legal disclaimer) and a presentation designed to help you understand the issues that frequently arise in venture capital fundraisings.

#### **Early Stage Venture Capital Completion Service - £5,000 (contingent on raising the finance)**

We provide you with a model term sheet to help you agree all the key commercial terms of an investment with your intended investor and also a detailed due diligence questionnaire on your company. Armed with this information, we will prepare the necessary documentation to implement the investment. Our fee for this service is contingent on the funds being raised and will be £5,000 if you don't deviate materially from the completed term sheet and due diligence questionnaire delivered to us initially.

#### **Enterprise Investment Scheme – £2,000 for the advance assurance application and £1,000 for applying for qualifying status**

We take you through the various tax reliefs available to private investors under the Enterprise Investment Scheme and assist you in applying to HMRC for advance assurance that your company will qualify and what to do to ensure that your investors receive their tax reliefs.

#### **EMI Options – £2,000 for the grant documentation (with optional extras)**

EMI share options provide a number of significant tax reliefs for employees if your company qualifies under HMRC rules. We can assist you with the grant of EMI options and offer fixed price services for assessing qualification, producing grant documentation and assisting you with applications to HMRC.

#### **Employment Package– £2,500**

Our fixed price package includes model employment contracts for junior and senior employees, disciplinary procedure and grievance procedure documents and an "avoid the traps" guide for employers. As part of the fixed price, we run through the package with you, tailor it to your individual requirements and then get you up and running.



**N A B A R R O**  
CLARITY MATTERS

## CONTACT

Please talk to your usual Nabarro contact or

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### Intellectual Property Report – £1,500

We review your business and advise you in a written report on what intellectual property protections are available to you, how to obtain them and what it will cost you to do this.

### Commercial Contracts Service - £500 - £2,000

Our fixed price commercial contracts service provides you with a high-level contract review to make you aware of risks or issues before committing to a significant contract. We can also prepare a variety of standard business contracts, including website conditions, on a fixed fee basis.

### Company Secretarial Service – £500 for the full service

We can provide you with a full company secretarial service (for a private company) for £500 per annum plus any necessary expenses (Companies House fees etc). If you prefer, we can provide a registered office only service for £200 per annum plus expenses. We can also assist you with company formations, obtaining Companies House data and legislation updates.

### Debt Management Service - £55 for initial letter before service

We understand that you already have enough to worry about and so we can take the problem of an unpaid debt off your plate. Our fixed price debt management and recovery services mean you can let us do the worrying for you and you know at the outset how much it will cost.

\* All fees above exclude VAT and disbursements.

**For further details of these products please visit our website at [www.nabarro.com](http://www.nabarro.com) and under sectors select 'Entrepreneurs and SMEs'.**

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