

LEGAL

Plan Schedule

Version 1.0 · Last updated 22 October 2026

This Plan Schedule describes our Subscription Plans. It sets out the legal services included in your plan, how the plan works, and what is not included. It forms part of our [Terms of Service](#) and [Engagement](#) and should be read with them.

01 The plans

Our Subscription Plans are set out below. Fees are stated exclusive of VAT, which is added at the applicable rate. Paying annually costs 10 per cent less than 12 monthly payments.

SUBSCRIPTION PLANS

PLAN	Monthly fee	Who it is for
Launch	£379	Startups that are not yet trading or are in their first year of trading
Accelerate	£579	Growing businesses that are trading, with turnover up to £2 million
Scale	£879	Established businesses with their own team, with turnover of £2 million to £5 million
Enterprise	£1,579	Businesses that need the support of an in-house legal function, with turnover of £5 million to £10 million

Turnover above £10 million is scoped individually.

We recommend a plan in discussion with you, based on your business’s stage and size. The descriptions above guide us in finding the right plan for you. Your plan is the plan you selected at checkout or, where we sent you a proposal, the plan set out in the proposal you accepted. Before each renewal we review with you whether it still suits your business.

Your Subscription Fee increases by 5 per cent at each renewal date, as set out in the [Terms](#) under ‘Changes to your Subscription Fee’.

02 What differs between the plans

All plans include the same core services: general legal advice and guidance, ongoing support and legal check-ins, corporate and governance matters, commercial contracts and business documents, employment law matters, compliance, regulatory, privacy and policy matters, intellectual property and trade marks, and franchising matters.

Plans differ only in the ways set out below. Everything in the table is subject to the [Terms](#), including your Instruction Allowance.

PLAN DIFFERENCES

INCLUDED SERVICE	Launch	Accelerate	Scale	Enterprise
Core services, including legal guidance and check-ins	✓	✓	✓	✓
Business disputes at the pre-action stage	—	✓	✓	✓
Debt recovery	✓	✓	✓	✓
Commercial leases	Leases of three years or less, with annual rent and any premium each under £50,000	Leases of seven years or less, not registrable	Up to 15 years, including registrable	Up to 15 years, including registrable
UK trade mark applications, preparation and filing	Unlimited	Unlimited	Unlimited	Unlimited
Official filing fee for one UK trade mark application in one class, each Subscription Term	—	✓	✓	✓
Discount on Fixed Fee Services	10%	15%	20%	25%

03 Your Instructions

Your Instruction Allowance is a safeguard. It is set for each plan at a level suited to a business at that stage, so that the service stays fair and sustainable for every client. Questions and Guidance are not limited and do not use an Instruction.

INSTRUCTION ALLOWANCE

PLAN	Instructions in each Subscription Term
Launch	6
Accelerate	12
Scale	18
Enterprise	24

An Instruction is one piece of formal work that you approve in the Client Hub. Formal work means drafting or reviewing a document for you, giving you formal written advice, or acting for you with a third party, such as the other side in a dispute or negotiation. Everything else you ask us is Guidance, which is unlimited on every plan.

One Instruction covers that piece of work to completion, including revisions and negotiation with the other side, while your Subscription Plan continues. A further Instruction is used only for a new piece of work, for instance a different document, a different dispute or counterparty, or a distinct piece of work you ask for. Follow-up questions and small changes to work we have delivered are Guidance.

A set of up to three related documents prepared together for one purpose, and listed in the Matter Confirmation, is one Instruction. A contract with a counterparty, such as a data processing agreement, a services agreement or a licence, is its own Instruction.

Examples of what does and does not use an Instruction are set out in [What is an Instruction?](#)

04 What your plan includes

The services described in this section are the Included Services. Your plan gives you access to them, subject to your Instruction Allowance, the plan differences shown above and the other limits in [the Terms](#).

4.1 General legal advice and guidance

We provide day-to-day legal advice to help your business understand its position, manage risk, make informed decisions, and deal with legal issues as they arise. This can include:

- commercial arrangements;
- contractual rights and obligations;
- business risk and legal exposure;
- internal governance issues;
- employment matters;
- compliance concerns;
- intellectual property questions; and
- practical options for resolving disputes or avoiding them.

4.2 Ongoing and proactive service

Under a Subscription Plan we support your business on an ongoing basis, not only once a problem has already arisen. This can include:

- regular legal check-ins;
- support with legal planning;
- guidance on recurring legal issues;
- identifying documents or processes that may need updating; and
- practical input on strengthening the legal foundations of your business as it grows.

○ 4.3

Corporate matters

We support a range of internal corporate and governance matters, from ownership and constitutional documents to resolutions, founder arrangements, and ongoing legal housekeeping. This can include:

- advice on business structure;
- articles of association;
- shareholders' agreements;
- board resolutions;
- shareholder resolutions;
- directors' service agreements;
- founder agreements;
- share subscription agreements;
- intellectual property assignment documents;
- consultancy or adviser agreements; and
- corporate housekeeping and governance support.

○ 4.4

Commercial contracts and business documents

We help your business prepare, review, amend, negotiate, and improve the contracts and legal documents it uses day to day. This can include:

- customer contracts;
- supplier agreements;
- service agreements;
- consultancy agreements;
- non-disclosure agreements;
- contractor agreements;
- website terms and conditions;
- platform or app terms;
- data processing agreements;
- privacy-related contractual documents;
- framework agreements;
- franchise-related agreements; and
- other commercial contracts relevant to your business.

○ 4.5

Employment law matters

We support businesses with employment law matters in their capacity as employers. This can include:

- employment contracts;
- consultancy arrangements;
- workplace policies and procedures;
- grievance and disciplinary support;
- redundancy process guidance;
- post-termination restrictions;
- internal employment disputes; and
- settlement agreements.

Claims and proceedings in the Employment Tribunal are not an Included Service on any plan.

○ 4.6

Compliance, regulatory, privacy, and policy matters

We help your business understand and manage the legal compliance requirements relevant to its operations. This can include:

- policies and procedures;
- privacy and data protection guidance;
- data protection documentation;
- internal compliance frameworks;
- guidance on regulatory risk;
- advice on data breach issues;
- business-facing compliance obligations; and
- review of legal wording in operational documents.

○ 4.7

Intellectual property and trade marks

We help your business protect the assets that support its brand, content, products, and commercial value. This can include:

- trade mark searches;
- trade mark application preparation and filing;
- trade mark protection strategy;
- copyright ownership and use guidance;
- intellectual property assignments;
- licences;
- brand protection measures;
- cease and desist correspondence; and
- practical guidance on infringement risk.

On every plan, including Launch, preparing and filing applications to register UK trade marks for your business is unlimited and does not use an Instruction. The official filing fees

for those applications are Third-Party Costs payable by you, except as set out below.

On the Accelerate, Scale and Enterprise plans, your plan covers the official filing fee for one standard UK trade mark application in one class in each Subscription Term. On the Launch plan that fee is payable by you. Any further filing fees, additional class fees and other external costs are Third-Party Costs.

If your Subscription Plan ends before the end of its Subscription Term, other than because we have stopped acting for a reason that is not your default, you reimburse any official trade mark fee we have paid for you, as set out in our [Cancellation and Refund Policy](#).

○ 4.8

Commercial lease matters

What is included depends on your plan, as shown in the table above.

On every plan that includes lease work, the annual rent must be less than £150,000 and any premium or other capital sum less than £150,000, and your plan includes one lease Instruction in each Subscription Term. On the Launch plan, the lease must be for a term of three years or less, and the annual rent and any premium or other capital sum must each be less than £50,000. A second lease, or a lease outside these limits, is a Fixed Fee Service with your plan discount applied.

Lease work covers the heads of terms, drafting, negotiating and amending the lease, advice on its key terms, including the procedure for excluding security of tenure where that is agreed, registration where the lease must be registered, and the transaction details for the stamp duty land tax or land transaction tax return, as described under 'Stamp duty land tax and land transaction tax' below. Completed together, that is one Instruction, and a renewal is the lease Instruction for that Subscription Term. We act for the landlord or for the tenant, not for both in the same transaction, and not for anyone giving a guarantee of the tenant's obligations. Where you are the landlord, your plan does not cover letting property as a business, which includes more than one letting in a Subscription Term, separate parts of a building let to separate tenants, standard-form leases across a portfolio, and lettings across companies in your group.

On every plan, including Launch, a licence to assign, a licence to underlet, a licence to alter for alterations that are not structural, a deed of variation, a rent deposit deed and a deed of surrender are Included Services, and each uses one Instruction, whether or not we acted on the lease itself.

○ 4.9

Business dispute matters

We help businesses deal with disputes at the pre-action stage, with the aim of resolving issues early and proportionately where possible. This can include:

- advice on your legal position and the options available;
- legal analysis of correspondence and supporting documents;
- pre-action correspondence;
- letters before action;
- responses to legal threats or complaints;
- negotiation support;
- settlement strategy; and
- settlement agreements where appropriate and within scope.

Included on the Accelerate, Scale and Enterprise plans. Debt recovery is dealt with under 'Debt recovery matters' below.

○ 4.10

Debt recovery matters

We support unpaid invoice and debt recovery matters where legal involvement is appropriate and commercially justified. This can include:

- reviewing the legal basis of the debt;
- formal payment demands;
- letters before action;
- negotiating repayment arrangements;
- advising on settlement options; and
- helping you assess whether escalation is worthwhile.

Debt recovery is an Included Service on every plan, including Launch, where the amount owed by a single debtor, across one or more invoices, is £2,500 or more. For smaller debts your solicitor will advise you on how to pursue the debt yourself, including statutory interest and compensation under the Late Payment of Commercial Debts (Interest) Act 1998, and provide our letter templates. If you would prefer us to send a letter before action on a smaller debt, we can do so as a Fixed Fee Service with your plan discount applied.

○ 4.11

Franchising matters

Where relevant, we support franchising structures and franchise documentation. This can include:

- franchise agreements;
- intellectual property licence arrangements connected to franchising;
- disclosure documentation;
- review of franchise manuals for legal consistency or compliance issues;
- renewal documentation;
- transfer documentation;
- exit documentation; and
- guidance on franchise governance and legal structure.

○ 4.12

Filings at registries

Where a Matter needs a filing at Companies House, HM Land Registry, the UK Intellectual Property Office or another registry, we make the filing as part of the work, and it does not use a further Instruction. The registry's fee is a Third-Party Cost payable by you, apart from the trade mark filing fee described above.

05 Leases and property work

This section applies to all lease work we do for you, whether it is included in your Subscription Plan or carried out as a Fixed Fee Service.

○ 5.1

Registration

Where a lease must be registered at HM Land Registry, we make the application within two months of completion, provided we receive the stamp duty land tax or land transaction tax certificate in time, as set out under 'Deadlines and what we need from you'. Where your adviser files the return, you send us the certificate as soon as it is issued.

○ 5.2

Stamp duty land tax and land transaction tax

We do not advise on the tax treatment of a lease, including the effect of any option to tax by your landlord or of linked transactions. Your accountant or tax adviser prepares and submits the return, and we give them the transaction details they need.

○ 5.3

Rent deposits

Where the lease provides for a rent deposit, it is paid to and held by the landlord on the terms of the rent deposit deed. We do not hold the deposit or any other client money.

○ 5.4

Deadlines and what we need from you

Lease work runs to statutory deadlines, including those for excluding security of tenure, for the stamp duty land tax or land transaction tax return, for registration and for any renewal. We tell you what we need and by when, and we are not responsible for the consequences of directions, information, confirmations or approvals that reach us too late for us to meet them.

○ 5.5

Searches

We tell you which searches are usual for the property and what they are likely to cost, and you decide which are carried out. Where you decide against a search, we are not responsible for what it would have revealed. We do not advise on the condition of the property, on environmental matters, or on its value, and we tell you when you need a surveyor or valuer.

○ 5.6

Costs payable to others

On every plan, property searches, HM Land Registry fees, stamp duty land tax or land transaction tax, and the fees of any lender or superior landlord whose consent is needed, and of that party's advisers, are Third-Party Costs payable by you in addition to your Subscription Fee. We tell you what they are likely to be before they are incurred. Where a lender's or superior landlord's consent is needed, our work in obtaining it is quoted as a Fixed Fee Service with your plan discount applied.

06 What is not included on any plan

Some work is not an Included Service on any plan, because it needs specialist representation, a different regulatory framework or a separately scoped project. This includes:

- work for anyone other than the Client business, including directors, shareholders, founders, employees, investors, customers, suppliers or other connected individuals in their personal capacity, and subject to 'Companies in your group' in the Terms;
- advice on laws outside England and Wales;
- court and tribunal proceedings, including Employment Tribunal claims;
- highly specialised or regulated advisory work outside our usual business model;
- complex transactional or project-managed work, including mergers and acquisitions, the purchase or sale of a business, and full investment round support;
- conveyancing, the purchase or sale of a freehold or long leasehold interest, leases of land for development, leases and agreements for lease that are conditional on or carry development, works, fit-out or reinstatement obligations other than alterations that are not structural, leases of residential property or of property with a residential element, leases granted to more than one tenant, lettings forming part of a portfolio or of a letting programme, a lease, licence, variation or surrender forming part of the purchase or sale of a business, obtaining the consent of a lender or of a superior landlord and dealing with them or their advisers to obtain it, dilapidations claims and settlements at or after the end of a lease, renewals and terminations under the Landlord and Tenant Act 1954 that are opposed or that need an application to the court, including an application made only to preserve your position, and other specialist property work beyond the lease work described above;
- trade mark oppositions, invalidations and infringement litigation; and
- technical audits, tax, accounting, financial advice, valuation advice, immigration advice, cyber-security reviews or other non-legal consultancy.

Where the work is something we are able to do, we will agree the scope with you and quote a fixed fee in writing before any work begins, with your plan discount applied. We are not obliged to take on work that is not an Included Service. Where we cannot help, we will say so and, where we can, point you to a specialist and help with the handover.

07 How this Plan Schedule works

○ 7.1 **How this Schedule fits with the Terms**

This Plan Schedule forms part of our [Terms of Service and Engagement](#). Words used here have the meanings given in [the Terms](#).

○ 7.2 **Changes to this Schedule**

The Plan Schedule that applied when your Subscription Term began applies for the whole of that term. We may change it from time to time, and a change takes effect for you at your next renewal date. Where a change would reduce what your plan includes, we will give you at least 30 days’ written notice before the renewal date, and if you do not accept it you may give notice that your Subscription Plan will not renew, and you may give that notice within 14 days of our notice even if the 30-day deadline under [the Terms](#) has passed. Where a change is needed to comply with law or regulation, it takes effect when we notify you.

○ 7.3 **If this Schedule and the Terms differ**

If this Plan Schedule says something different from [the Terms](#) about what your plan includes, or about how lease work runs, this Plan Schedule applies, as set out in the Terms under ‘The documents that make up our agreement’. On everything else, the Terms apply.



Find out how we can help you

Subscription and fixed-fee legal services from an SRA-regulated commercial law firm. No hourly billing.

[Book a complimentary consultation](#)

CONTACT DETAILS 0203 442 8479 • info@lawyerly.co • 3rd Floor, 45 Albemarle Street, London, W1S 4JL

Quick links

- About
- Legal services
- Industries
- Subscription service
- Fixed fee service
- Client login

Resources

- Playbooks
- Articles
- Legal templates
- Case studies
- FAQs

Legal

- Terms
- Privacy
- Regulatory
- Complaints
- Cancellation

Partner with us

- Insurance brokers
- Professional advisers
- Investors & incubators
- Business referrals

Lawyerly Ltd is a company registered in England and Wales, company number 15697410. Lawyerly Ltd is authorised and regulated by the Solicitors Regulation Authority (SRA number 8010987).

Lawyerly® is certified by the UK Government under the Cyber Essentials scheme.