

Fee Schedule for the Provision of Immigration Services

2024

Key Contacts



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Introduction

Our seasoned professionals specialise in crafting tailored immigration strategies for businesses of all sizes, ensuring seamless navigation through pertinent issues.

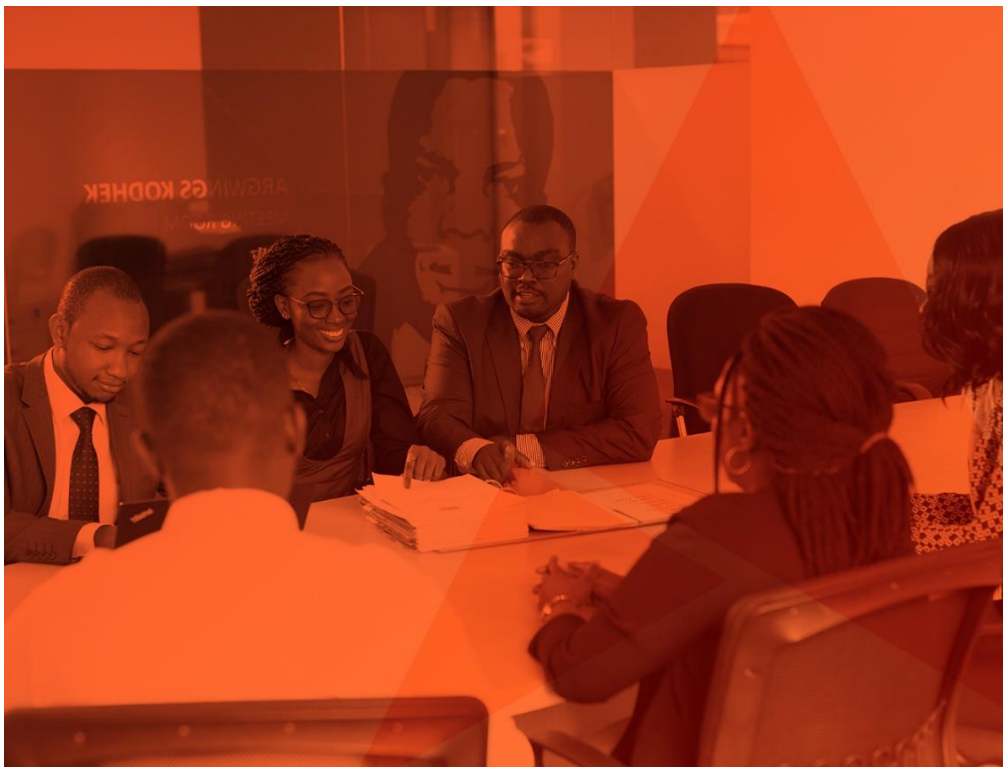
With a deep understanding of immigration laws and policies in Kenya, Tanzania, and Uganda, we provide timely guidance on critical issues to ensure immigration compliance.

Our immigration solutions include:

- **Visa Assistance:** From business visas to multi-journey visas, we facilitate all categories.

- **Residence Permits:** Obtain work permits, investor permits, and more with ease.
- **Passes:** We assist with obtaining special passes, re-entry passes, and dependant passes hassle-free.

With over 150 years of combined experience, Adili Group delivers tailored solutions in regulation and compliance, risk management, and improving business efficiency. We aim to support businesses in navigating the complexities of the corporate world.



Schedule of Fees

Below are our charges and the timeframes for acquiring immigration statuses in Kenya.

A. Employment work permit (Class D) (per application)

Matter	Timeline (Approx)	Professional Fee (USD)*
▪ Processing fees (payable to the Government) ** (equivalent of Kshs 20,050)	8-10 weeks	153.00
▪ Issuance fees (payable to the Government) (for two years) ** (equivalent of Kshs 1,000,050)		7,609.00
▪ Professional fees		4,000.00
▪ Disbursements		50.00

B. Alien card & PIN Registration (per application)

Matter	Timeline (Approx)	Professional Fee (USD)*
▪ Processing fees (payable to the Government) ** (equivalent of Kshs 10,050)	6-8 weeks	77.00
▪ Professional fees		500.00
▪ Disbursements		20.00

C. Dependent pass for work permit and permanent resident holders

Matter	Timeline (Approx)	Professional Fee (USD)*
▪ Issuance fees (payable to the Government) ** (equivalent of Kshs 40,050)	6-8 weeks	153.00
▪ Professional fees		700.00
▪ Disbursements		50.00

D. Special pass (per application)

Matter	Timeline (Approx)	Professional Fee (USD)*
▪ Issuance fees (payable to the Government)	10 working days	601.00
▪ Professional fees		1,000.00
▪ Disbursements		50.00

E. Student/Pupil pass (per application)

Matter	Timeline (Approx)	Professional Fee (USD)*
▪ Issuance fees (payable to the Government)	6-8 weeks	201.00
▪ Professional Fees		500.00
▪ Disbursements		50.00

F. Visitors pass extension (eTA) /Investigative status (per application)

Matter	Timeline (Approx)	Professional Fee (USD)*
▪ Issuance fees (payable to the Government)	10 working days	101.00
▪ Professional fees		250.00
▪ Disbursements		50.00

H. Internship pass (per application)

Matter	Timeline (Approx)	Professional Fee (USD)*
▪ Issuance fees (payable to the Government)	6-8 weeks	101.00
▪ Professional fees		1,500.00
▪ Re-entry		50.00
▪ Disbursements		50.00

I. Police clearance certificate (per application) (for renewals where applicable)Ourr

Matter	Timeline (Approx)	Professional Fee (USD)*
▪ Issuance fees (payable to the Government)	1-2 weeks	11.00
▪ Professional fees		600.00
▪ Disbursements		30.00

Professional fee payment terms:

Milestone	Crystallized fees %	Payment terms
Complete Advisory	Gratis	Gratis
Collating the application and lodging of documents	30%	payable on receipt of invoice
Approval of application	60%	payable on receipt of invoice

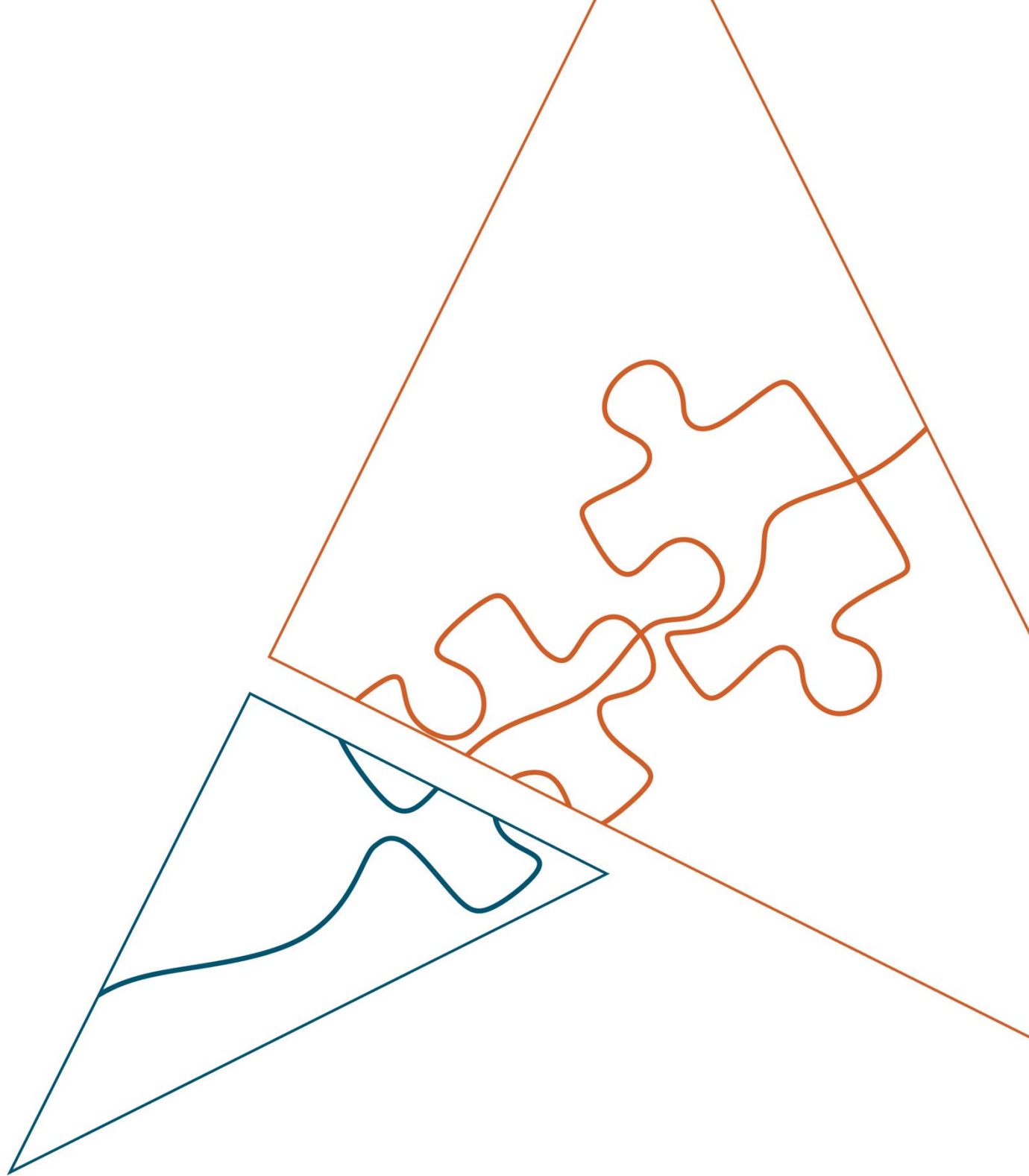
* The professional fees and the disbursements quoted above are exclusive of VAT. The VAT will be charged at the prevailing rate.

** With the erratic FX, these amounts will be billed to the Kenya shilling equivalent indicated and therefore may change from invoice to invoice.

The Government fees quoted above are only an approximation and will only be confirmed once the expense has been incurred.

For information, our current hourly charge-out rates as indicated below.

LEVEL	USD RATE PER HOUR (EXCLUSIVE OF VAT)
Partners	250 - 300
Senior Consultants	175 - 225
Consultants	100 - 150
Trainee Consultants	50 - 75



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