

Ballantyne Law

*For the life of
your business
and the business
of your life*

ballantynelaw

Commercial Law | Property Law | Estate Planning &
Administration | Litigation & Dispute Resolution



ABOUT US

Ballantyne Law was established in 2014 to assist clients in commercial, property and estate planning law. With a client base including local, statewide and national clients, Ballantyne Law provides our clients with straightforward and cost effective legal solutions.

We believe that strong professional and personal relationship create certainty and stability, and we are a resource for our clients at all stages of their commercial growth and development. Where we are asked to assist in a matter outside of our expertise we have a strong network of referral partners who we can recommend.

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Follow Us



How do you Contact us ?

You can contact the person with the day to day conduct of your matter using the contact details we have provided.

If you have any concerns about the work we are performing, you can contact Managing Director [James Ballantyne](#) on



(07) 5606 7332



james@ballantynelaw.com

What we will do for you?

When you engage Ballantyne Law, we promise:

- We will be courteous and polite at all times.
- We will act in your best interests.
- We will keep your information confidential unless you give us permission to disclose it or we are required by law to disclose it.
- In order to enable us to deal with your matters as efficiently and cost effectively as possible, we may have more than one person working on your file.
- We will discuss with you the risks involved and potential alternative courses in your matter.
- We will keep you informed, in writing, about how we charge, and how much we will charge in your matter.
- We will return your calls and respond to your emails as soon as possible, and if we are unable to do so, have someone from our office contact you.

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- We will keep you informed about the progress of your matter.



What we Ask of you?

When you engage Ballantyne Law, we ask that you:

- Be courteous and polite at all times.
- Provide all relevant information to us about your matter in a timely manner.
- If you do not understand something that we have told you, to please let us know.



How do we Charge for the work we do?

Law firms charge for work in a number of different ways. Ballantyne Law charge legal costs made up of:

- Professional fees being our fees for the work we perform
- Expenses and disbursements being fees and costs that we have incurred with third parties in performing the work – these include items like search fees, courier fees, barrister's fees and transcription fees.

Ballantyne Law does not charge additional fees for things like photocopying, petty or sundries.

In addition to our professional fees, expenses and disbursements we charge Goods and Services Tax.

Where possible, we try to fix our professional fees so that you know exactly what our costs will be. Unfortunately, it is not always possible to fix our professional fees – as there may be a range of unknown factors outside our control.

Where we cannot charge a fixed professional fee, we generally charge our professional fees on a 'time basis', which means that we charge you using our hourly rates in six minute units. Where we charge on a time basis, we provide an estimate (or a range of estimates) of what we anticipate the costs will be. If that estimate changes we will update you.

Unless you engage us on an urgent basis we will let you know how we will charge, and our estimate, in writing before you decide to engage us.



How do you Engage Ballantyne Law?

We generally meet all new clients for an initial consultation – which is a 1 hour meeting that gives you an opportunity to tell us about your legal issue and for us to provide you with some preliminary advice and an idea of how we can help you. We charged a discounted fixed professional fee for our initial consultation of \$440.00 including GST.

Once we have met you for an initial consultation, if you wish to engage us we will generally provide you with a retainer letter and a costs agreement. These documents set out a number of things including:

- Our understanding of your legal problem.
- An overview of the work that we will (and will not) be performing.
- An overview of the way in which we will charge you and our estimate of how much that will be.

In most cases, we ask for an amount of money to be paid into our trust account if you wish for us to act.

If you decide to engage us, you can enter into the costs agreement with us and we will start working with you.