

Debt Recovery Fees

All undisputed debt recovery work is carried out at a fixed rate.



Letter before Action

Debt Value	Our Fees (excl. VAT)
Up to £5,000	£35.00
£5,001-£10,000	£40.00
£10,001 - £100,000	£60.00

Our service is tailored to meet the needs of your business, please contact us to discuss our bulk pricing structure and bespoke letters.

Unless instructed otherwise, on expiry of the letter before action, if a satisfactory response is not received from the debtor, we will automatically chase the debtor for payment using the telephone number provided. Any additional contact with debtors will be charged in accordance with our hourly where instructed to do so.

Court Proceedings

These costs apply where your claim is in relation to an unpaid invoice which is not disputed, and enforcement action is not needed. If the other party disputes your claim at any point, we will discuss any further work required and provide you with revised advice about costs if necessary, which could be on a fixed fee (e.g. if a one-off letter is required), or an hourly rate if more extensive work is needed.

Debt Value	Court Issue Fee	Our Fee (exc. VAT)	Total (exc. VAT)
Up to £300	£35.00	£150.00	£185.00
£300.01 - £500	£50.00	£160.00	£210.00
£500.01 - £1000	£70.00	£170.00	£240.00
£1,000.01 - £1500	£80.00	£180.00	£260.00
£1500.01- £3000	£115.00	£200.00	£315.00
£3000.01 - £5000	£205.00	£250.00	£455.00
£5000.01 - £10,000	£455.00	£300.00	£755.00
£10,000.01- £50,000	5% of claim	£400.00	-
£50,000.01 - £200,000	5% of claim	£500.00	-

Please note that any VAT element of our fee cannot be reclaimed from your debtor and interest and compensation may take the debt into a higher banding with a higher cost. The court issue fees shown are normally recoverable from the debtor.

Our fixed fee includes;

- Taking your instructions and reviewing documentation
- Undertaking appropriate searches
- Where no Acknowledgement of Service or Defence is received, applying to the court to enter Judgment in default
- When judgment is received, write to the other side to request payment
- If payment is not received within 14 days, providing you with advice on the next steps and likely costs.

Defended Cases

Upon a case being defended we will advise as to the merits of that defence and provide a full breakdown of likely costs continuing the action.

Insolvency

We can commence insolvency proceedings against your debtor on your behalf.

	Our Fee (exc. VAT)	Disbursements
Statutory Demand	£150.00	Process Server - £75.00 (subject to change)
Bankruptcy Petition (Individual)	£500.00	Court Issue Fee - £280.00 Official Receivers Deposit - £990 Process Server Fee (as above)
Winding Up Petition (Company)	£600.00	Court Fee - £7.00 Agency Fee - £40 (plus VAT) Court Issue Fee - £280.00 Official Receivers Deposit - £1,600.00 Petition Advert - £181.20 (Inc. VAT)

For more information, please seek advice from one of our specialist legal team.

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