



## Debt Recovery Price and Service Information

### Legal Requirements

The Solicitors Regulation Authority have rules regarding Transparency, which means that solicitors are required to provide cost and service information in respect of specific areas of advice, such as debt recovery work.

### Debt collection claims for a value under £100,000

We are able to provide an outline of the likely costs you will incur, however these figures are limited to matters where there is no defence and no counterclaim.

The costs you will incur will depend upon the value of the debt and whether court action is required and how much time we need to spend on the matter. Our time is charged on an hourly rate, depending upon the level of fee earner, of between £120.00 and £300.00 plus VAT. Rates can be confirmed upon request.

The table set out below indicates the usual costs and disbursements you are likely to incur at the Pre Action Stage and also the costs to Issue a claim and to request Judgment in default. These sums are based upon an assumption that all necessary documents, contracts, invoices and information are provided upon request.

Please note that these fees are what you will likely be charged, up to and including the request for default Judgment, but these exceed the sums which you are able to recover from the Defendant as part of the Judgment and are limited to fixed costs of commencement and judgment as set out in Part 45 of the Civil Procedure Rules. Please see <https://www.justice.gov.uk/courts/procedure-rules/civil/rules/part45-fixed-costs> for further information.

### What if the debtor issues a Defence or makes a Counterclaim?

In the event a Defence or Counterclaim is made (or is indicated pre-action) by the debtor, then the fees shown below would need to be revised as the time required on your matter will increase with its complexity. Reconsideration would need to be given to the legal merits and commerciality of the intended claim, the risks of any defence or counterclaim and if Alternative Dispute Resolution is an option.

If a defence is submitted after your claim is issued then it may proceed to Trial where you can choose to either represent yourself or have representation from a barrister. It is difficult at this stage to provide an estimate for costs if this happens as it is dependent upon the nature and value of the defence or counterclaim and how this needs to be responded to. There may also be the consideration of any barrister's or expert's fees, the length of any Trial and whether any formal Alternative Dispute Resolution will take place. In these circumstances, our fees will be charged at the fee earner's hourly rate based on time spent, however we will endeavour to provide you with an updated cost estimate in line with the individual circumstances and we will seek your agreement to any disbursements, such as Counsel's and Expert's fees, before these are incurred.



There are various Court processes that a claim could follow, including Small Claims, Fast Track and Multi Track. For Fast Track and Multi Track the losing party may be ordered pay some, or even all, of the costs incurred by the successful party. No costs are usually recoverable on the Small Claims track other than Court fees.

Please note that debts which fall under the Construction Act, and which you can (and must) pursue via Adjudication, fall outside of the costs shown below. This recovery work can be undertaken on a fixed fee basis, which is typically 10% of the sums due plus the Adjudicator's costs and nomination fee. More specific quotes are available on request for this type of work.



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**DEBT RECOVERY**  
 **FEE GUIDE**



<b>Value of the Debt (inclusive of any interest and statutory compensation payable)</b>	<b>Likely Track on issuing the claim</b>	<b>Our fees for Pre Action review, advice and letter to debtor (exclusive of VAT)</b>	<b>Possible Disbursements Pre Action</b>	<b>Our Fees for preparing claim, issuing claim and requesting Judgment in Default (exclusive of VAT)</b>	<b>Disbursements for issue and default Judgment</b>
Less than £5,000	Small Claims	£350.00	Postage (if necessary or desired to use registered or recorded post), trace fees (if debtor's address is not known)	£500.00	Court Fee, depending upon the value of the claim. Please see <a href="https://www.gov.uk/government/publications/fees-in-the-civil-and-family-courts-main-fees-ex50">https://www.gov.uk/government/publications/fees-in-the-civil-and-family-courts-main-fees-ex50</a> for further details In 2022 this will be between £35.00 and £205 (no VAT)
Over £5,000 but less than £10,000	Small Claims	£650.00	Postage (if necessary or desired to use registered or recorded post), trace fees (if debtor's address is not known)	£850.00	Court Fee, depending upon the value of the claim. Please see <a href="https://www.gov.uk/government/publications/fees-in-the-civil-and-family-courts-main-fees-ex50">https://www.gov.uk/government/publications/fees-in-the-civil-and-family-courts-main-fees-ex50</a> In 2022 this will be £455 (no VAT)
Over £10,000 but less than £25,000	Fast Track	£2,000.00	Postage (if necessary or desired to use registered or recorded post), trace fees (if debtor's address is not known), counsels fees for initial opinions TBC (if required)	£3,000.00	Court Fee, depending upon the value of the claim. Please see <a href="https://www.gov.uk/government/publications/fees-in-the-civil-and-family-courts-main-fees-ex50">https://www.gov.uk/government/publications/fees-in-the-civil-and-family-courts-main-fees-ex50</a> In 2022 this will be 5% of the value of the claim
More than £25,000 less than £100,000	Multi Track	£3,500.00	Postage (if necessary or desired to use registered or recorded post), trace fees (if debtor's address is not known), counsels fees for initial opinions TBC (if required)	£5,500.00	Court Fee, depending upon the value of the claim. Please see <a href="https://www.gov.uk/government/publications/fees-in-the-civil-and-family-courts-main-fees-ex50">https://www.gov.uk/government/publications/fees-in-the-civil-and-family-courts-main-fees-ex50</a> In 2022 this will be 5% of the value of the claim