

Debt Recovery

Price list

Fee is Fixed

Disbursements

Service	Amount (inc.VAT)
Reviewing Terms of Business; Invoices and Invoicing; and Credit Control Procedure	£200.00-£500.00
Training for Half Day	£500.00-£750.00

Debt Recovery (undisputed) (inc. VAT)

Taking instructions, reviewing documents and advising	£200.00-£500.00
Initial Letter	£100.00
Follow up letter (where appropriate)	£75.00
Drafting and issuing a claim	£80.00-£200.00
Requesting Judgement	£22.00-£85.00

Debt Recovery (disputed) (inc. VAT)

Taking instructions, reviewing documents and advising	£200.00-£500.00
Initial Letter	£100.00
Follow up letter (where appropriate)	£75.00
Dealing with pre-litigation dispute	£200.00 per hour
Drafting and issuing a claim	£80.00-£200.00

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Small claims track dispute to conclusion *	£1,000.00-£3,500.00
Fast Track dispute to conclusion *	£1,000.00-£5,000.00
Receiving, reviewing and advising on a dispute *	£200.00-£800.00 75.00
Property Tribunal *	£1,000.00-£10,000.00

* More specific cost estimates will be provided upon receipt and review of the dispute, the issues raised, volume of documents involved and communications between the parties.

Disbursements (County Court)

Court Issue Fee	£25.00 to 5% of the value of the claim	£100.00
Small Claims Track Hearing Fee	£25.00-£335.00	
Fast Track Hearing Fee	£545.00	

Full details of the County Court fees are detailed in the EX50 Form which can be found here:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/728133/ex50-eng.pdf

Further disbursements may be payable, such as advocacy and tracing fees. Our specialists will be able to provide further details as your case progresses.

The above costs estimates do not include counter claims, applications, appeals, costs assessments and other such court or tribunal procedures. These are dealt with on a case by case basis.

Please contact us to discuss a proposed quote as preferential rates may be available to you.

Key Stages and Timescales

Debt Recovery

Key Stage and Timescale

The time the work will take depends on a variety of factors. For example, depending on the Pre-Action Protocols, set by the Civil Procedure Rules, some initial letters can be followed up after 7 days, some not for 30 days, such as those sent to individuals. We can advise you as to the same upon instruction.

Where a Claim is issued and it is undisputed, Judgment in Default can usually be entered within a month of the Claim being issued.

Where a Claim is disputed, depending on the Court's timetabling and the conduct of the parties, it may take up to six months from the date of the issuing of the Claim for a final hearing to be listed in a Small Claims Track matter (where the value of the Claim is <£10,000) and between six and twelve months in a Fast Track matter (where the value of the Claim is >£10,000). This is due to additional work being required in the preparation of a Fast Track matter.

Our Professionals

Kim Rawlings-Smith

LLB Hons Law Degree at Northampton University, Qualified in 2010

Areas of Law Practiced	Time Spent	Experience
Debt Recovery (General) and Debt Recovery (Ground Rent, Service Charge)	TBC	15 years in Debt Recovery General and 4.5 years in Debt Recovery (Ground Rent, Service Charge)