

## Debt Recovery up to £100,000 fees

### How much does Debt Recovery Cost?

Our fees to represent you in a debt recovery matter where your claim is in relation to an unpaid invoice which is not disputed, and enforcement action is not required will be £895 plus VAT £179 (£1074). This will be the fee to draft a letter before action.

These fixed fees include: -

- A Meeting (in person, virtual or by telephone) with you to explain the process.
- Reviewing the paperwork and correspondence.
- Drafting a letter before action for your approval.
- Sending the agreed letter before action to the debtor.

Should a follow up letter be required, we will charge a fixed fee of £395 plus VAT £79 (£474). If we are required to review a response and draft a reply, additional fees will apply of £695 plus VAT £139 (£834).

If the debtor disputes your claim at any point, we will discuss the further work required and review the cost of the debt recovery if appropriate.

Should there be no response to the letter before action and you wish for us to issue proceedings, we will utilise the services of a junior counsel. Our fixed fees for the brief to counsel will be in the region of £695 plus VAT £139 (£834). We will notify you of counsel fees once obtained. VAT is applicable on counsel fees.

The likely disbursements will approximately be:

- Court fee – please refer to [Make a court claim for money: Court fees - GOV.UK](#) (No VAT Applicable)
- Counsel's fees for drafting the pleadings between £1200 to £1800 plus VAT £240-£360 (£1440 - £2160) This is an estimate.
- Counsel's fees for hearing - between £1200 to £1800 plus VAT £240-£360 (£1440 - £2160) This is an estimate.

The above fees, were stated as fixed fees, are based on a straightforward undefended debt recovery matter. A revised fee quote will be provided to you upon review if the matter falls outside the scope of the above estimate.

**Timescales**

Matters could usually take between 3 to 9 months from taking your instructions to receipt of payment, if we do not issue a claim at court.

It is difficult to give an indication of timescales, in the event of the matter being dealt with at Court, it could take up to a 12 – 15 months for a trial to be listed depending on the value of claim.

**Hourly Rate**

Rajen Chohan has the overall Conduct of a Debt recovery matter. Rajen Chohan is a Solicitor at this firm, who has been qualified since 2009. His current hourly rate is £255 plus VAT £51 (£306).

We review the hourly rate each year and we will notify you of any change in the rate in writing. Disbursements could change in the future. We will inform you in writing of any changes

Dated: 14.01.25