

Charging Structure for Debt Recovery Work – 2022

Fixed Fees for each procedure

Item	Charge	Court fees/disbursements		Recoverable fees
Letter before action (Standard)	£15.00 per case	Nil		Nil
Letter before action (Non-Standard)	£74.76-£115.00 per case	Nil		Nil
Issue	£125.00	Debt Amount Up to £300.00 £300.01 - £500.00 £500.01 - £1000.00 £1000.01 - £1500.00 £1500.01 - £3000.00 £3000.01 - £5000.00 £5000.01 - £10000.00 £10000.01 - £100000.00 £100000.01 - £200000.00 Exceeding £2000000	£35.00 £50.00 £70.00 £80.00 £115.00 £205.00 £455.00 5% of Claim 5% of Claim £10000.00	£85.00 £100.00 £140.00 £160.00 £195.00 £285.00 £555.00 £100 plus Court Fee £100 plus Court Fee £10100.00
Issue (Non-Standard)	£240.00	Debt Amount Up to £300.00 £300.01 - £500.00 £500.01 - £1000.00 £1000.01 - £1500.00 £1500.01 - £3000.00 £3000.01 - £5000.00 £5000.01 - £10000.00 £10000.01 - £100000.00 £100000.01 - £200000.00 Exceeding £2000000	£35.00 £50.00 £70.00 £80.00 £115.00 £205.00 £455.00 5% of Claim 5% of Claim £10000.00	£85.00 £100.00 £140.00 £160.00 £195.00 £285.00 £555.00 £100 plus Court Fee £100 plus Court Fee £10100.00
Amending Particulars	£75.00	£108.00		£0.00
Judgment under £5000.00	-	-		-
Judgment in default of Acknowledgment of Service	£35.00	Nil		£22.00
Judgment in default of Defence	£40.00	Nil		£25.00
Judgment on admission of part of claim (Defendant's proposal for payment)	£55.00	Nil		£40.00
Judgment on admission of part of claim (Court's decision for payment)	£70.00	Nil		£55.00

Item	Charge	Court fees/disbursements		Recoverable fees
Summary Judgment given or Court strikes out Defence (application by party)	TBC	Nil		TBC
Judgment given on claim for delivery of goods under regulated agreement CCA 1974	75.00	Nil		£60.00
Judgment over £5000.00	-	-		-
Judgment in default of Acknowledgment of Service	£50.00	Nil		£30.00
Judgment on admission of part of claim (Defendant's proposal for payment)	£75.00	Nil		£55.00
Judgment on admission of part of claim (Court's decision for payment)	£90.00	Nil		£70.00
Summary Judgment given or Court strikes out Defence (application by party)	TBC	Nil		TBC
Judgment given on claim for delivery of goods under regulated agreement CCA 1974	105.00	Nil		£105.00
County Court Enforcement (only debts under £600.00)	£50.00	Issue Attendance at new address	£110.00 £33.00	£112.25
High Court Writ (debts over £600.00)	£75.00	£71.00 Sheriff Compliance Fee £75.00		£73.25
Formal Statutory Demand	£150.00	Process servicer's fee for formal statutory demand approximately £125.00		Nil
Urgent 3-day demand (Company only)	£100.00			
Order to attend Court for Questioning (Previously Oral Examination)	£65.00	£59.00 £110.00 if Bailiff Service £varied Process Services		£59.00
Company Search	£8.00	Various		Nil
Bankruptcy Search	£5.00			
Application to Renew writ	£65.00	£66.00		Nil
Re-Issue County Court Enforcement	£25.00	Nil		Nil

Item	Charge	Court fees/disbursements	Recoverable fees
Trace/Process serving	£50.00	Enquiry Agent fee approximately £85.00 plus VAT	Nil
Income and Expenditure Form	£25.00	Nil	Nil
Advocacy Fees:	Fixed price to be agreed in advance	Advocacy fees to be agreed in advance at a discounted rate	Fixed Fast Track: No more than £3000 = £485.00 More than £3000 but no more than £1000 = £690.00 More than £10000.00 but no more than £15000.00 = £1035.00 More than £15000.00 = £1650.00
Mediation:	£60	Up to £120.00 Advocacy fee	Nil
Charging Order CC/HC	£150.00	£119.00 Court Fee Advocates fee for attendance approx. £120.00	£119.00
Winding Up Petition Excluding Court Appearance	£600.00	£302.00 issue fee £1600.00 Official Receiver's deposit	£1600.00
Support Petition	£75.00	Nil	Nil
Advertisement of Petition	£100.00	£95.40 (London Gazette fee)	Nil
List of Creditors to Support	£25.00	Nil	Nil
Certificate of Service	£30.00	Nil	Nil
Certificate of Compliance	£25.00	Nil	Nil
Attachment of Earnings Application	£75.00	£119.00	£119.00
Registering a Charge/Caution	£40.00	£20.00 Land Registry fee	Nil
Bankruptcy Petition (Excluding Court Appearance)	£500.00	£302.00 issue fee	Nil
Each subsequent adjournment	£50.00	£990.00 Official Receiver's deposit	
Certificate of Continuing Debt	£25.00	Nil	Nil

Item	Charge	Court fees/disbursements	Recoverable fees
List of Creditors	£25.00	Nil	Nil
Third Party Debt Order (Excluding Court Appearance) (previously Garnishee)	£100.00	£119.00	£119.00
Notice of Change	£25.00	Nil	Nil
Document Retrieval	-	£11	Nil

Item	Charge	Court fees/disbursements
<p>Non-Standard Work – to include but not limited to:</p> <p>Negotiating with debtor/client as to settlement/potential dispute;</p> <p>Defended matters:</p> <p>Drafting statements / applications;</p> <p>Liaising with the Court / Third Parties</p> <p>Instructing agents/ Counsel to attend Court;</p> <p>Costs Schedules.</p> <p>Paralegal</p> <p>Legal Executive</p> <p>Director</p>	<p>£110.00 p.h.</p> <p>£190.00 p.h.</p> <p>£220.00 p.h.</p>	<p>£108.00</p>