

Our Guideline Fees for Debt Recovery up to £100,000

Depending on the value of the debt being claimed, the claim will generally fall into one of the following tracks of the civil courts:

1. Small Track – for debts up to £10,000;
2. Fast Track – for debts between £10,000 and £25,000; and
3. Multi-Track – for debts over £25,000.

Claims made against the debtor may either be undefended or defended, and dealt with administratively without requiring a court hearing, or at fully contested hearings before a County Court or High Court Judge.

Pursuing a debt claim is made up of several key stages. The typical stages are set out on the following pages:

Small-Track – page 3

Fast-Track – page 3

Multi-Track – page 4

Our fees typically include:

Small Track (undefended):

- Taking your instructions and advising you as to how you can pursue a claim.
- Complying with the Pre Action Protocol for Debt Claims.
- Drafting a letter before action.
- Drafting claim form, particulars of claim and witness statement.
- Applying for default judgment.

Our Fees **do not include** attendance and representation at a court hearing whether contested or uncontested. If this is required, we will provide a separate fee estimate for this work which will be charged at an hourly rate of £180 plus VAT.

Small Track (defended), Fast Track and Multi-Track:

- Taking your instructions and advising you as to how you can pursue a claim.
- Complying with the Pre Action Protocol for Debt Claims, and the Civil Procedure Rules for either small, fast or multi-track claims as appropriate.
- Drafting a letter before action.
- Drafting claim form, particulars of claim and witness statement.
- Receiving, reviewing and advising you as to any defence received.
- Preparation, attendance and representation at one contested hearing lasting no more than 3 hours for Small Track claim; 1 day for Fast Track and 2 days for Multi Track.

Our Fees **do not include** attendance at mediation or other form of alternative dispute resolution.

Our Guideline Fees:

As the amount of work required in each case can vary considerably, we charge as per our standard hourly rates (£180 an hour for Matt Viner as at November 2018), plus VAT and disbursements. Some smaller claims can be much more complex and time-consuming than a higher value claim.

Please telephone Matt Viner on 01229 828814 to discuss your particular requirements. Our quotes are free and without obligation, and we will not chase you for a response.

Small Track (undefended)

Our fees: approximately £500 to £1,000 plus VAT and disbursements for pursuing an administrative claim with no requirement for a court hearing.

Small Track (defended)

Our fees: approximately £1,800 to £3,000 plus VAT and disbursements.

Fast Track

Our fees: approximately £5,000 to £10,000 plus VAT and disbursements

Multi Track

Our fees: approximately £25,000 to £50,000 plus VAT and disbursements

Enforcement of Judgment Debt

If an Order is made in your favour as claimant of a debt, the Order may need to be enforced if the defendant fails to pay. There are various enforcement options the availability of which depends on the circumstances of the defendant and the amount of the Order.

Costs of approximately £575 to £1,500 plus VAT and disbursements

Disbursements

Disbursements are costs related to your matter that are payable to third parties, such as the court for lodging the claim, or to bailiffs for enforcement. We require payments for disbursements up front and we then pay the disbursements on your behalf to ensure a smoother process.

Court and enforcement fees (payable to Her Majesty's Courts & Tribunal Service)

These fees vary depending on the value of the debt claimed. We will give you an accurate figure for each item as soon as we are able to do so. Please click **[here for information on the various court fees that may be payable.](#)**

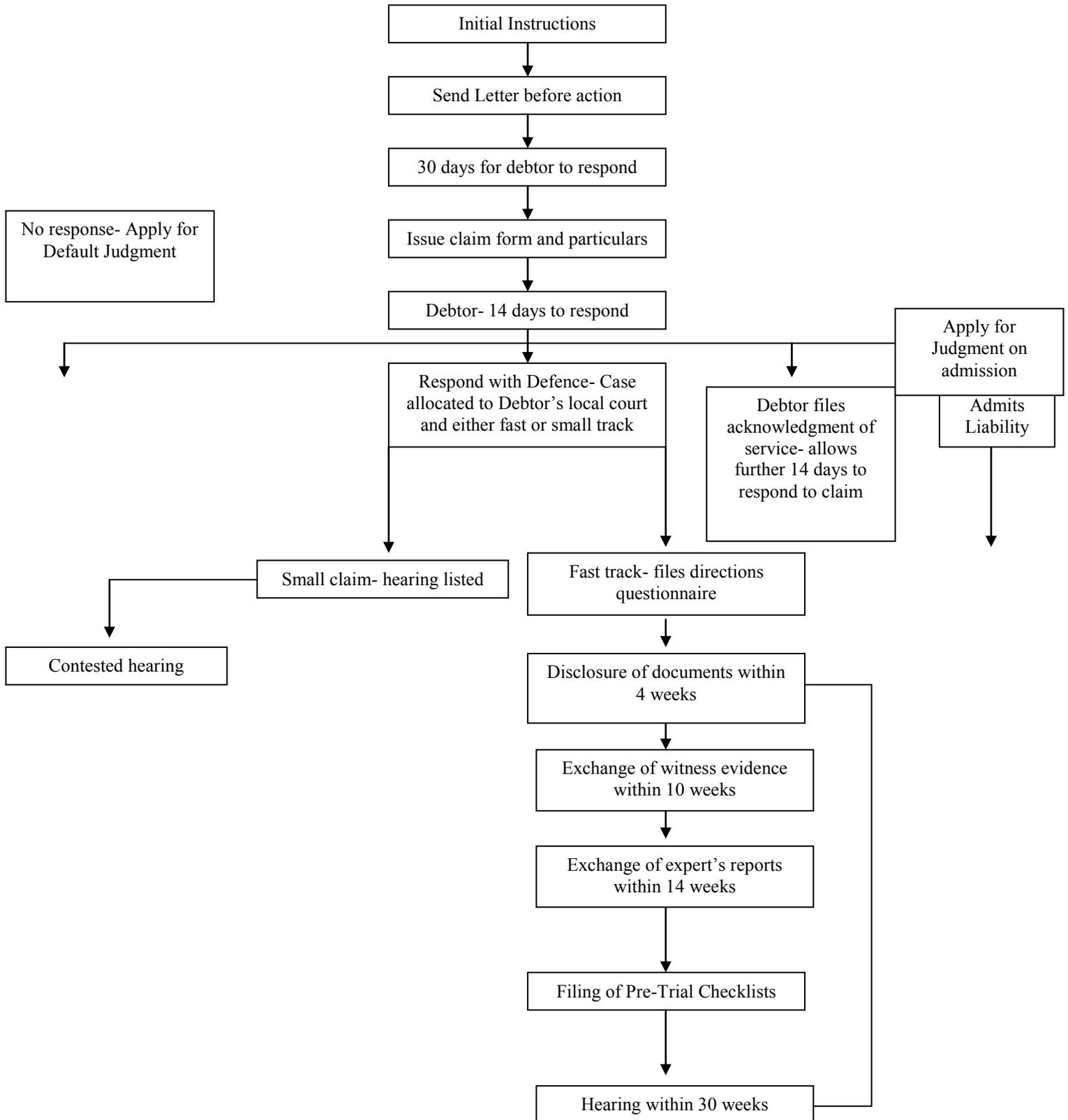
How long will my application take?

The following timescales commence upon receipt of full instructions from you:

Small Track (undefended):	8 to 10 weeks
Small Track (defended):	12 to 16 weeks
Fast Track:	26 to 39 weeks
Multi Track:	52 to 78 weeks

These timescales are on the basis of the debt dispute being relatively straightforward and you being able to provide all the necessary documents and instructions promptly. If your matter is more complex, for example, if there is more than one defendant, or if there is a delay in receiving the documents or instructions we need, it may take longer and additional charges may apply.

SMALL TRACK AND FAST TRACK



Multi-track Timeline

