

Fees for a business to business debt that is undisputed, up to a value of £100,000

Court Claims

Debt Recovery is overseen by **Lucy Gray**, Partner in our Dispute Resolution team. Debt claims that are not disputed are handled by **Linda Connolly**, a Senior Paralegal who works exclusively on recovering outstanding debts and brings over 20 years' experience of handling debt recovery matters.

The costs set out below apply where your claim is in relation to an unpaid invoice which is not disputed and enforcement action is not needed. If the other party disputes your claim at any point, we will discuss any further work required and provide you with revised advice about costs if necessary, which could be on a fixed fee (e.g. if a one off letter is required), or an hourly rate if more extensive work is needed.

Debt value	Court fee (no VAT payable)	Our fixed fee (not including VAT)
Up to £5,000	Scale from £35 - £205	£350 plus VAT
£5,001 - £10,000	£455	£500 (plus VAT)
£10,001 - £100,000	5% value of the claim	10% of the claim plus VAT

Anyone wishing to proceed with a claim should note that:

- » The VAT element of our fee cannot be reclaimed from your debtor.
- » Interest and compensation may take the debt into a higher banding, with a higher cost.
- » The costs quoted above are not for matters where enforcement action, such as the bailiff, is needed to collect your debt.

Our fee includes:

- » Taking your instructions and reviewing documentation;
- » Sending a letter before action;
- » Receiving payment and sending onto you, or if the debt is not paid, drafting and issuing claim;
- » Where no Acknowledgment of Service or Defence is received, applying to the court to enter Judgement in default;
- » When Judgement in default is received, write to the other side to request payment; and
- » If payment is not received within 21 days, providing you with advice on next steps and likely costs.

Matters usually take between 4 and 14 weeks from receipt of instructions from you to receipt of payment from the other side, depending on whether or not it is necessary to issue a claim (in which case any backlog at the Court will impact upon the timeline). This is on the basis that the other side pays promptly on receipt of Judgement in default. If the debt is disputed and/or enforcement action is needed, the matter will take longer to resolve.

Where debts are disputed and/or detailed correspondence is received from the debtor, the matter will be handled by a member of our **Dispute Resolution team**.