



## Debt Collection

### Pricing

For uncontested debt claims of up to £100,000 where you provide us with details of the debtor and the amount owed; we charge the following fees:

- The first time you instruct us, £220 plus VAT to prepare a letter before action demanding payment under threat of the issue of Court proceedings if the debt is not paid by the time stated.
- For each subsequent letter before action, £110 plus VAT.
- To issue a Claim Form in respect of a debt if there is no response to the letter before action, £300 plus VAT. There will also be a Court fee to pay. How much this is depends on the size of the debt but we will tell you how much it will be in each specific case when we discuss issuing proceedings with you.
- If the claim is not defended or an Acknowledgement of Service filed at Court in time, £130 plus VAT to enter a Default Judgment against the debtor on your behalf.
- In addition, in relation to debts of over £10,000 (including debts where the cumulative value in relation to any single instruction is over £10,000) we will also charge 2.5% of any amount recovered following our instruction.

If the debt is contested then the above prices do not apply. If this is the case we will provide you with a bespoke estimate for handling the matter. There are a number of fee options in this scenario including:

- “No win, no fee” agreements (where you do not pay us if what we define as a “win” is not achieved but you pay us an uplift if we do achieve a “win” for you).
- Hourly rates, which vary depending on the seniority of the person handling the matter. We will ensure the file is handled at the appropriate level of seniority having made an assessment of the case; or
- Damages based agreements, where we receive a percentage of the amount you recover. This can be up to 50% of the recovered amount.

Not all these fee options are appropriate for all cases, which is why it is necessary for us to provide bespoke estimates for contested cases. We will always consider the cost effectiveness of the potential options. Our focus is on delivery of value to you from our services.

If a claim is uncontested then the time from when you instruct us to obtaining a Judgment (if payment is not made in the interim) will typically be between 8 and 12 weeks.

If the debtor is an individual it is necessary to give them a longer period to respond to the letter before action than if the debtor is a company. This can therefore add to the time that it



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takes to get a Judgment.

In addition to the fees set out above, you may be entitled to claim late payment compensation and interest. If we recover this from your debtor then in relation to debts of up to £10,000 (including the cumulative value of all debts pursued in a single instruction to us) we will retain the late payment compensation. The late payment compensation is:

- £40 for each overdue invoice up to £999.99;
- £70 for each overdue invoice of £1,000 and up to £9,999.99; and
- £100 for each overdue invoice of £10,000 and over.

The people involved in the provision of our debt collection service are as follows:

### **Chester**

- Nick Clarke – Partner and Head of the Dispute Resolution Team. Nick qualified as a Solicitor in 2001 and is involved in an overall supervisory role.

### **Shrewsbury**

- Stephen Taylor – Partner. Stephen qualified as a Solicitor in 1997 and is involved in a supervisory role

### **Trainee Solicitor / Paralegal Support**

- We will allocate suitable qualified and experienced trainee and/or paralegal support to progress claims under the supervision of the appropriate Partner.

Our debt collection service does not include advice as to other options for collecting the debt, for instance insolvency proceedings. If you are interested in receiving advice in relation to potential recovery options involving insolvency proceedings, we can provide this advice and will provide bespoke estimates for doing so.

Please contact us via the contact form on our website if you would like to know more about our debt collection services.



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