

Debt Recovery

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If a Statutory demand is served, a process server will need to be instructed to serve the documents. This will incur an additional disbursement.

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Money claim in the County Court

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Claim for bankruptcy (individual) or winding-up (company) – Insolvency proceedings

Court fee	Deposit to Official Receiver	Expenses	Our fee	Total
£332	£990 (bankruptcy)	Barristers fees and	£2,500	£4,049
£332	£1600 (winding-up)	process server *	£2,500	£4,836 - £4,926

* Barristers and Process server fees are estimated at £800 plus VAT but could rise dependent on the actual expert involved.

The amounts stated above are exclusive of VAT (prevailing rate, currently at at 20%)

Our fee includes:

- · Taking your instructions and reviewing documentation
- · Undertaking appropriate further searches
- · Preparing documents for the Court
- · In a money claim, where no Acknowledgment of Service or Defence is received, applying to the Court to enter Judgement in default then, when Judgement received, writing to the other party to request payment
- · Receiving payment and sending onto you or, if the debt is not paid, providing you with advice on next steps and likely costs
- · In insolvency proceedings, instructing an external advocate to attend a hearing
- · Generally, all routine communications by letter, email and telephone

The costs quoted above are not for matters where the other party disputes your claim at any point or enforcement action (such as the bailiff) is needed to collect your debt. Our fee does not include appearing in Court to act as your advocate, for which we use an external service, whose fee will be agreed in advance (generally on a fixed fee basis). The expenses figure in respect of insolvency proceedings is subject to review if more than one hearing is needed. Where a claim becomes disputed or other unexpected work arises, we will discuss with you what is 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.

The time which it takes from our receipt of initial instructions for a matter to complete depends on the stage at which any recovery of money for you takes place and, where there is Court involvement, how efficiently the case is processed by the Court Service. This could be up to about 8 weeks when there is no Court involvement, or up to about 20 weeks when a County Court money claim is made. These estimates assume the other party pays promptly on receipt of the Letter of Claim, Statutory Demand, or Judgement in default (as appropriate). If enforcement action is needed or insolvency proceedings adopted, the matter will take longer to resolve.

· The people at Pellys who carry out debt recovery work are Andrew Arnold and Dean Emery.

