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lawfirm

Debt recovery

# Pricing

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*Newcastle | Leeds | Manchester*



Ward Hadaway



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# Debt recovery

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Our debt recovery team regularly work with clients to recover debts they are owed. Our fees for such matters vary depending on the complexities of the case as well as the volume of work we receive from a client. No two businesses collect debts in the same way so we work with our clients to understand their preferred approach and needs then create bespoke pricing package. Please [contact](#) a member of our team and get your own bespoke package.

Pricing for one off matters can be found below.

The majority of commercial debt recovery cases are undisputed. In these cases we can offer a competitive fee structure based on fixed fees which provides you with clarity and certainty as to the level of costs you are likely to incur. If for any reason additional work is required you would be provided with a detailed estimate based on your specific case.

The main stages of the recovery process and the fixed fees and expenses which apply are as follows:

## Undisputed Court Claims

### Pre-issue

In all cases we offer a pre-action review of your paperwork, advising you how we think you ought to proceed and sending a letter of claim to your debtor – a capped fee of up to £250 plus VAT will apply, depending on the amount of the paperwork and the complexity of your claim.

### Issue of proceedings

To issue a claim in the county court, we will charge you a fixed fee as set out below. In addition, you will have to pay the applicable court fee. The amount of the court fee is set by the government and is subject to change from time to time. The fees as set out below, are current as of December 2018.

As you can see, the total amount you will have to pay is dependent upon the size of the debt you want to collect. These fees and costs are in addition to our pre-issue costs described above.

Amount of debt	Our fee	Court fee
Up to £300	£50	£35
£300.01 to £500	£50	£50
£500.01 to £1,000	£70	£70
£1001.01 to £1,500	£80	£80
£1,500.01 to £3,000	£80	£115
£3,000.01 to £5,000	£80	£205
£5,000.01 to £10,000	£100	£455
£10,000.01 to £15,000	£100	5% of the value of the claim
£15,000.01 to £200,000	£100	5% of the value of the claim
Over £200,000	£100	£10,000

All fees are excluding VAT

### Entering Judgment

Once you have issued a claim, if the debtor does not respond we can ask the Court to enter judgment without the need for a hearing to take place. In these circumstances, judgment can usually be obtained within 3-6 weeks of the proceedings being issued. We will charge you a fixed fee for entering judgment. The amount we will charge you depends on the size of the debt. Details of the fees we charge you are set out below. These fees are in addition the costs described above.

Amount of debt	Our fee
Up to £5,000	£22-£55
Over £5,000	£30-£70

All fees are excluding VAT

### Enforcement proceedings

Once we have obtained judgement against the debtor, you might want to take steps to enforce the judgment if the debtor still does not pay. The cost involved in doing that varies depending on the method of enforcement:

Method of enforcement	Our fee	Court fees / other disbursements
Warrant of execution	£100	£110 court fee
Writ of execution	£225	£66 court fee (there may also be a termination fee of £75 to pay should the case be withdrawn for any reason)
Order to obtain information	£250	£55 court fee
Charging order	£500	£110 court fee. A Land registration fee of £43 will usually be incurred to obtain information about the property and to deal with registration formalities.
Attachment of earnings	£500	£110 court fee

All fees are excluding VAT

### How long will it take and how much will it cost in total?

The Court process will vary in length depending upon the mode of enforcement you use. Typically, however, with a standard, non-disputed claim the duration of the process will be between 6-15 weeks.

The range of costs you will incur for the whole process is likely to be between £400-£5,000 Plus VAT (where applicable) depending upon the value of the debt and how quickly your debt is settled.

### Who will deal with your case

Cases will usually be handled by a paralegal with experience of the recovery process, under the supervision of a qualified solicitor. Please [click here](#) for details of our team.

A number of the paralegals have law degrees and/or have undertaken the postgraduate Legal Practice Course and/or a Master's Degree in Law. The team is managed by a Solicitor who handles any defended and/or complex cases.

### Recoverability of costs

Where possible we will claim the above costs and court fees from your debtor in addition to the debt. In most instances the fixed costs and court fees are recoverable, however, the VAT element of our fees and expenses might not be recoverable from your debtor. Also fees and costs in excess of the fixed costs and court fees might not be recoverable from your debtor.

The Late Payment of Commercial Debt Regulations (Interest) Acts of 1998 and 2013 also allow creditors to charge interest on some outstanding debts at 8% above the Bank of England base rate and compensation of up to £100 (dependent upon the value of the debt) per debt. Where applicable we will also seek to recover this from the debtor.

Please note that interest and compensation might take your debt into a higher fee banding.

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## Volume instructions

Where you have a significant volume of commercial debts you wish us to collect (and depending on the nature of the debts), we might be able to offer you a “cost neutral” charging structure, which keeps the costs we charge you to a minimum unless we actually recovery money from your debtor. If this is of interest to you please contact us to discuss a fee structure which meets the needs of your business.

## What's included in the price

For each stage, our fee includes:

- Taking instructions and reviewing documentation
- If your debtor pays, receiving payment and sending it on to you
- Providing you with advice on next steps and likely costs
- Undertaking the appropriate searches – e.g. Bankruptcy and Land Registry searches, though please note depending on the search that needs to be undertaken you might have to pay additional third party costs, such as the Land Registry's standard charges. The searches you might need will vary on a case by case basis, but for a typical business to business debt collection case except where we have said otherwise above, none of these searches are likely to be needed. We will advise you if the circumstances of your case are likely to require additional searches and we will not carry out any of these searches without getting your agreement to the cost in advance.

The costs set out above all assume that the debtor is based in England and Wales and that the claim you have is subject to English law.

Please note that our fixed fee service only applies to straight forward debts, such as outstanding invoices for goods that you have supplied. If your case is not a straight forward debt claim, your case may require a more detailed set of proceedings to be prepared. If your claim is of a more complex and/or disputed nature, it might therefore fall outside of the scope of our fixed fee debt collection service altogether. If that is the case, we can still assist you – we have an expert team of commercial litigators with a specialism ranging from construction litigation through to insurance or licencing claims. If a case is not appropriate for our debt collection team, the charges set out above will not apply to your case but our litigation team would be more than happy to provide you with a detailed costs estimate.