

# TOZERS

**Debt Recovery:**  
**Our fixed charges**  
**for issuing a claim**  
**up to the value of**  
**£50,000**



**If you are owed money and your debtor has not made satisfactory proposals for payment or ignored your letters then the next step is usually to issue a claim at court.**

We offer a fixed fee service based on the value of the claim and in most cases the majority of our fees are recoverable and added to the judgment debt. This means you get an efficient and cost effective way of recovering your debt whilst using a firm of solicitors instead of debt recovery agents or doing it yourself.

We understand the commercial imperative involved in dealing with unpaid debts. The work we will carry out will involve:

- Taking instructions and reviewing documentation
- If necessary, issuing proceedings at Court
- Applying for judgment in default of a defence
- Requesting funds from the defendant

If the debt is contested, we will discuss with you the other options.

As experts in court work we can advise on the best possible course of action to recover your debt. There may be alternatives to issuing a claim and our experienced lawyers will discuss the options with you beforehand.

We are happy to tailor our charges for bulk work.

Stage	Fixed fee £	Amount added to judgment
Pre-Action Protocol compliant Letter of Claim	£215* <sub>1</sub>	nil
Drafting claim form and Particulars of Claim (debt £1,000 to £5,000)	£650	£80
Drafting claim form and Particulars of Claim (£5,000 and over)	£850* <sub>2</sub>	£100
Entering judgment in default of defence or acknowledgement of service	£165	£23 to £35

\*1 - Assuming we don't have to make complicated interest calculations

\*2 - Assuming there is only one claimant and defendant

Court fees on issue – payable in addition to the above charges and recoverable in full if you are successful	
£ amount of debt	£ fee
Up to £300	£35
Over £300 up to £500	£50
Over £500 up to £1,000	£70
Over £1,000 up to £1,500	£80
Over £1,500 up to £3,000	£115
Over £3,000 up to £5,000	£205
Over £5,000 up to £10,000	£ 455
Over £10,000 up to £200,000	5% of the value of the claim
Over £200,000	£10,000

### Please note:

1. VAT is payable on our charges.
2. There is no VAT on court fees.
3. Interest (current at the rate of 8% per annum) is recoverable on most claims in addition to the debt up to judgment. Debts over £5,000 continue to accrue interest until paid.
4. Claims for business to business debts may also include claims for charges and higher rates of interest in accordance with the Late Payment of Commercial Debts Act and Regulations.
5. If the claim is disputed by the defendant then our competitive hourly rates will apply to any further work and we may be able to offer a fixed fee for a particular step.
6. How long matters take to conclude depends on a number of factors but in simple cases, the matter should be concluded within 3-4 weeks from the issue of proceedings (assuming the case is not defended). If the matter is defended or enforcement action is required this will lengthen the process.
7. Once a judgment is ordered it may be necessary to take enforcement action if the judgment is not satisfied. Tozers offers a range of fixed fee enforcement options – please see our leaflet “Enforcing your Judgment”.

8. The information above represents our current table of charges for general debt recovery work up to the value of £50,000. In some cases it may not be possible to offer these charges on any particular matter if, for example, there are complex issues of law to consider or large amounts of documents that need to be considered before drafting the claim.
9. Travel expenses incurred are payable in addition to the fixed costs.
10. For claims over £50,000 we will happily tailor a fixed fee quote for you.

### Further advice

For further information or specific advice please contact a member of the debt recovery team on **01392 207 020** or email [debtrecovery@tozers.co.uk](mailto:debtrecovery@tozers.co.uk)



Get in touch  
**Ready to talk?**

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