



# Dickins Hopgood Chidley

## SOLICITORS

### COSTS INFORMATION

#### RECOVERY OF UNDISPUTED BUSINESS TO BUSINESS DEBTS OF UP TO £100,000

At Dickins Hopgood Chidley we provide clear costs information at the outset of your matter, to ensure you are aware of the likely fees and expenses involved.

The following fees apply in matters where a claim is in relation to an unpaid invoice which is not disputed and enforcement action is not needed.

#### Main Stages

The fees include the following work:

- Taking your instructions and reviewing documentation.
- Undertaking appropriate searches.
- Sending a letter before action.
- Receiving payment and sending on to you, or if the debt is not paid, drafting and issuing a Claim.
- Where no Acknowledgment of Service or Defence is received, applying to the Court to enter Judgment in default.
- When Judgment in default is received, writing to the other side to request payment.
- If payment is not received, providing you with advice on the next steps and likely costs.

#### Costs

The fees are as follows:

Debt value	Court fee	Our fee (excluding VAT)	Total Costs
Up to £1,000	Up to £70	£250	Up to £320
£1,001 to £1,500	£80	£375	£455
£1,501 to £3,000	£115	£750	£865
£3,001 to £5,000	£205	£1,250	£1,455
£5,001 to £10,000	£455	£2,500	£2,955
£10,001 to £100,000	5% of the value of the debt	25% of the value of the debt	30% of the value of the debt



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The above fees will not apply if the other party disputes the Claim at any point or raises a counterclaim against you. In such circumstances your case will be subject to charges at an hourly rate of £200-£220 plus VAT. We shall of course discuss a likely fee estimate for such work with you before continuing.

It should also be noted that:

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

### How long will this take?

Matters usually take 4 to 16 weeks from receipt of instructions to receipt of payment, depending on whether it is necessary to issue a Claim. This is on the basis that the other side pays promptly on receipt of a Judgment in default. If enforcement action is needed, the matter will take longer to resolve.

### Alternatives

Court proceedings are not the only method of recovering undisputed debts; recovery can be obtained using Insolvency law principles such as bankruptcy petitions (for individuals) and winding up petitions (for companies). These areas of work are covered by a separate fee structure, based on hourly rates of £200-£220 plus VAT.

### Further Information

If you have any questions on the fee structure for the recovery of undisputed business to business debts up to £100,000, or to discuss your circumstances in more detail, please contact Robert Salame on 01488 689511 or by email: [rsalame@dhc-solicitors.co.uk](mailto:rsalame@dhc-solicitors.co.uk)