**Costs and Service Information**

**Debt Recovery**

**Prices**

Please note that there will be two elements to the prices as set out below:

1. Fees charged by **GLP Solicitors**; and
2. Fees payable to **third parties**.

Please ensure that you consider both parts of the price information.

1. **Fees charged by** **GLP Solicitors**

|  |  |  |  |
| --- | --- | --- | --- |
| **Case type** | **Estimated legal fee\*** | **VAT**  (charged at 20%) | **TOTAL** |
| Simple case | £150 - £450 | £30 - £90 | £180 - £540 |
| Medium complexity case | £450 - £1500 | £90 - £300 | £540 - £1800 |
| High complexity case | £1500 - £9000 | £300 - £1800 | £1800 - £10800 |
| \* basis of charging = average hourly rate of £150. Hourly rates for fee earners in our debt recovery team are set out in the ‘Qualifications and experience of our team’ section below.  Based on an estimated **1-3** numbers of hours to complete the work for a simple case.  Based on an estimated **3-10** numbers of hours to complete the work for a medium complexity case.  Based on an estimated **10-60** numbers of hours to complete the work for a high complexity case. | | | |

**Factors that affect the complexity of a case:**

1. Whether your case can be resolved by us writing a single or small number of letters to the debtor demanding payment. If it can, this would most likely constitute a simple case for the purposes of this pricing information.
2. Whether the debt is disputed and requires a number of communications from us, consultations with you and negotiations to resolve the case, but the case is resolved without the need for court proceedings, then this would most likely constitute a medium complexity case for the purposes of this pricing information.
3. Whether the debt is disputed and the debtor refuses to pay meaning that we have to issue court proceedings on your behalf in order to resolve the case. We may also have to get involved in enforcing the judgement. If this action is needed, then the case would most likely constitute a high complexity case for the purposes of this pricing information.

1. **Fees payable to third parties (‘disbursements’)**

Whether there will be any fees payable to third parties will most likely depend on whether we need to issue court proceedings and could include:

|  |  |  |  |
| --- | --- | --- | --- |
| **Disbursement** | **Fee (£)** | **VAT**  (charged at 20%) | **Total (£)** |
| Court issue fee | Various – see below | N/A | various |

|  |  |
| --- | --- |
| **Court Fees - Examples** | |
| **Debt value** | **Court fee** |
| £25 - £300 | £35 |
| £301 - £500 | £50 |
| £501 - £1,000 | £70 |
| £1,001 - £1,500 | £80 |
| £1,501 - £3,000 | £115 |
| £3,001 - £5,000 | £205 |
| £5,001 - £10,000 | £455 |
| £10,001 - £50,000 | 5% |
| £50,001 - £100,000 | 5% |
| £100,001+ | 5% |

**Enforcement of CCJ**

There may be additional costs necessary and disbursements to be paid if enforcement becomes necessary. Some examples of disbursements would be:

|  |  |  |  |
| --- | --- | --- | --- |
| **Method of Enforcement** | **Disbursements** | **VAT**  (charged at 20%) | **Total** |
| Issuing warrant of execution to Bailiff via CCBC or other Court | £83 | n/a | £83 |
| Certificate to enforce and instruct High Court Enforcement Officer (HCEO) | £71 | n/a | £71 |
| Obtaining and Registering a Charging Order | Various | £various | £various |
| Removing charging order | Various | £various | £various |
| Third Party Debt Order/Order to Obtain Information to first hearing | Various | £various | £various |
| Attachment of Earnings Order without representation | £205 | £n/a | £205 |

**Work included and key stages**

The precise work and stages involved in debt recovery matters vary according to the circumstances. However, we have set out the key stages involved in a typical claim:

* 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 Acknowledgement of Service or Defence is received, applying to the court to enter Judgement in default.
* When the judgement in default is received, write to the other side to request payment.
* If the payment is not received, providing you with advice on the next steps and the likely costs.

**Services excluded**

Our services (within the scope of this costs information) will **not** include any of the following:

* Insolvency
* Defended work/commercial litigation and legal advice

**Approximate/ average timescales**

Debt recovery matters usually take **2-12 weeks** from receipt of instructions from you to receipt of payment from the other side depending on whether or not it is necessary to issue a claim. This is on the basis that the other side pays promptly on receipt of Judgement in default. If enforcement action is needed, the matter will take longer to resolve.

**Factors that could increase costs**

In some circumstances we may increase our fees to account for additional time, work or skill required to meet your instructions. Examples include:

* If the value of the compensation and interest take the debt in to a higher banding attracting a higher fee.
* If enforcement action is needed (such as a bailiff) to collect your debt.
* If the matter progresses into a different jurisdiction.

**Qualifications and experience of our team**

Our debt recovery team includes:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Position** | **Hourly rate (£)** | **Experience** |
| Paul Wainwright | Partner | 350.00 | 30 years sector experience with extensive knowledge of all areas. |
| Meghan Brogden | Solicitor | 150.00 | Solicitor qualified on 04 October 2023 |
| Fatima Malik | Solicitor | 150.00 | Solicitor qualified on 19 November 2020 |
| Alexander McCrakan | Trainee Solicitor | 110.00 | Trainee Solicitor |
| Olivia Hartley | Paralegal | 110.00 | Paralegal |

Regardless of who works on your matter, they will be supervised by Graham Leigh, Managing Partner.