

Debt Recovery Scheme – Charges Menu

STAGE 1 – Pre-Action

Investigation

Basic Companies House Search: Free
Insolvency Service Search: Free
Detailed Companies House Search: £20
Land Registry Search: £20
Credit Check: £20
Track and Trace: £100

Letter Before Action

£15

STAGE 2 - Court Proceedings

Preparing and issuing County Court proceedings for an uncontested debt

Amount of Debt	SA Law Fees	Court Fee	Total
Up to £300	£50	£30	£80
£300.01-£500	£50	£45	£95
£500.01-£1,000	£70	£65	£135
£1,000.01-£1,500	£80	£75	£155
£1,500.01-£3,000	£80	£85	£165
£3,000.01-£5,000	£80	£108	£188
£5,000.01-£15,000	£100	£225	£325
£15,000.01-£50,000	£100	£360	£460
£50,000.01-£100,000	£100	£630	£730
£100,000.01-£150,000	£100	£810	£910
£150,000.01-£200,000	£100	£990	£1,090
£200,000.01-£250,000	£100	£1,170	£1,270
£250,000.01-£300,000	£100	£1,350	£1,450
Over £300,000	£100	£1,530	£1,630

STAGE 3 – Judgment

Obtaining judgment in default

Amount of Judgment	SA Law Fees
Not more than £200	£30
£200.01-£300	£40
£300.01-£400	£45
£400.01-£500	£50
£500.01-£1,000	£80
£1,000.01-£5,000	£200
£5,000.01-£15,000	£400
£15,000.01-£50,000	£600
Over £50,000	To be agreed on a case by case basis

Includes Judgment in default of acknowledgement of service, judgment in default of defence, judgment on an admission or part admission whether the Defendant's proposal for payment is accepted by you or determined by the court.

STAGE 4 - Enforcement

Enforcement Method	SA Law Fees (excluding VAT)	Disbursements (excluding VAT where applicable)
Considering enforcement options and advising on best method of enforcement	£50	-
Attachment of earnings order	£200	£100 Court fee
Third party debt order	£300 up to and including the first hearing	£100 Court fee †
Charging order (uncontested)	£400 up to and including the first hearing	£100 Court fee †
Warrant of execution via County Court bailiff where judgment debt does not exceed £5000	£60	£100 Court fee
Writ of fi fa via High Court Sherriff where judgment debt exceeds £600	£150	£50 Court fee £60 Fees if Sherriff's do not make a recovery
Application for debtor to attend Court to provide information	£250	£50 Court † fee to issue application and further Court fee of £100 for bailiff to serve order on debtor
Statutory Demand	£150	£100 Agent fee to serve demand upon Debtor and provide Affidavit of Service
Bankruptcy Petition* (uncontested) Application to make an insolvent individual Bankrupt where judgment debt exceeds £750	£500	£190 Court fee † £360 Official Receivers Deposit £100 Agent fee to serve petition upon Debtor and provide Affidavit of Service
Winding Up Petition* (uncontested) Application to place an insolvent company into Liquidation where judgment debt exceeds £750	£750	£190 Court fee † £715 Official Receivers Deposit £100 Agent fee to serve demand upon Debtor and provide Affidavit of Service £73.43 Advertisement in London Gazette

All figures are exclusive of VAT, which should be added at the prevailing rate. Certain disbursements such as Court Fees and Land Registry Fees do not attract VAT.

* Any Bankruptcy or Winding Up Petition for an amount in excess of £50,000 will fall outside the fixed fee scheme.

† If the matter is proceeding in a Court other than St Albans County Court, there will also be additional agent's fees to pay for attending the hearing.