



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 **Prosperity Law**; and
2. Fees payable to **third parties**.

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

Fees charged by Prosperity Law

Pre-Court Action

Debt value	Estimated legal fee*	VAT (charged at 20%)	Total
Up to £500.00	£35.00 - £65.00	£7.00 - £13.00	£42.00 - £78.00
£500.01 - £1,000.00	£59.00 - £110.00	£11.80 - £22.00	£70.80 - £132.00
£1,000.01 - £2,500.00	£85.00 - £165.00	£17.00 - £33.00	£102.00 - £198.00
£2,500.01 - £5,000	£118.00 - £220.00	£23.60 - £44.00	£141.60 - £264.00
£5,001 - £10,000	£177.00 - £330.00	£35.40 - £66.00	£212.40 - £396.00
£10,001 - £50,000	£354.00 - £660.00	£70.80 - £132.00	£424.80 - £792.00
£50,001 - £100,000	£708.00 - £1,652.00	£141.60 - £330.40	£849.60 - £1,982.40
£100,000+	To be advised	To be advised	To be advised

* Basis of charging = Hourly Rates for fee earners in our debt recovery team are set out in the Qualification and Experience of our team' section below.



Court Action – Undefended Claims

Debt value	Court fee	Estimated legal fee*	VAT (charged at 20%)	Total
Issue of Claims				
Up to £300.00	£35.00	£50.00	£10.00	£95.00
£300.01 - £500.00	£50.00	£60.00	£12.00	£122.00
£500.01 - £1,000.00	£70.00	£70.00	£14.00	£154.00
£1,000.01 - £1,500.00	£80.00	£80.00	£16.00	£176.00
£1,500.01 - £3,000.00	£115.00	£90.00	£18.00	£223.00
£3000.01 - £5,000.00	£205.00	£100.00	£20.00	£325.00
£5,000.01 - £10,000.00	£455.00	£120.00	£24.00	£599.00
£10,000.01 - £50,000.00	5% of the Claimed Sum	£177.00 - £708.00	£35.40 - £141.60	£212.40 - £849.60
£50,000.01 - £100,000;00	5% of the Claimed Sum	£590.00 - £2,200.00	£118.00 - £440.00	£708.00 - £2640.00
£100,000.00+				
Entry of Judgment (Below / Above £5,000.00)				
Judgment in Default of Acknowledgment of Service	N/A	£22.00 / £30.00	£4.40 / £6.00	£26.40 / £36.00
Judgment in Default of Defence	N/A	£25.00 / £35.00	£5.00 / £7.00	£30.00 / £42.00
Judgment on Admission (Acceptance)	N/A	£40.00 / £55.00	£8.00 / £11.00	£48.00 / £66.00
Judgment on Admission (Determination)	N/A	£55.00 / £70.00	£11.00 / £14.00	£66.00 / £84.00



Court Action - Defended Matters

Case type	Estimated legal fee*	VAT (charged at 20%)	TOTAL
Small Claims Track	£472.00 - £1,180.00	£94.40 - £236.00	£566.40 - £1,416.00
Fast Track Complexity Band 1	£5,265.00 - £6,091.00	£1,053.00 - £1,218.20	£6,318.00 - £7,309.20
Fast Track Complexity Band 2	£4,645.00 + 20% of the damages awarded - £5,471.00 + 20% of the damages awarded	£929.00 + 4% of the damages awarded - £1,094.20 + 4% of the damages awarded	£5,574.00 + 24% of the damages awarded - £6,565.20 + 24% of the damages awarded
Fast Track Complexity Band 3	£6,607.00 + 30% of the damages awarded - £7,433.00 + 30% of the damages awarded	£1,321.40 + 6% of the damages awarded - £1,486.60 + 6% of the damages awarded	£7,928.40 + 36% of the damages awarded - £8,919.60 + 36% of the damages awarded
Fast Track Complexity Band 4	£10,323.00 + 40% of the damages awarded + £785.00 per extra defendant - £11,149.00 + 40% of the damages awarded + £785.00 per extra defendant	£2,064.60 + 8% of the damages awarded + £157.00 per extra defendant - £2,229.80 + 8% of the damages awarded + £157.00 per extra defendant	£12,387.60 + 48% of the damages awarded + £942.00 per extra defendant - £13,378.80 + 48% of the damages awarded + £942.00 per extra defendant
Intermediate Track Complexity Band 1	£9,517.00 + 15% of the damages awarded - £15,443.00 + 15% of the damages awarded	£1,903.40 + 3% of the damages awarded - £2,640.00 + 3% of the damages awarded	£11,420.40 + 18% of the damages awarded - £18,531.60 + 18% of the damages awarded
Intermediate Track Complexity Band 2	£20,265.00 + 20% of the damages awarded - £29,164.00 + 20% of the damages awarded	£4,053.00 + 4% of the damages awarded - £5,832.80 + 4% of the damages awarded	£24,318.00 + 24% of the damages awarded - £34,996.80 + 24% of the damages awarded
Intermediate Track Complexity Band 3	£22,504.00 + 20% of the damages awarded - £31,776.00 + 20% of the damages awarded	£4,500.80 + 4% of the damages awarded - £6,355.20 + 4% of the damages awarded	£27,004.80 + 24% of the damages awarded - £38,131.20 + 24% of the damages awarded
Intermediate Track Complexity Band 4	£34,481.00 + 22% of the damages awarded - £46,126.00 + 22% of the damages awarded	£6,896.20 + 4.4% of the damages awarded - £9,225.20 + 4.4% of the damages awarded	£41,377.20 + 26.4% of the damages awarded - £55,351.20 + 26.4% of the damages awarded
Multi-Track	£25,000.00+	£5,000.00+	£30,000.00+



*Hourly rates for fee earners in our debt recovery team are set out in the 'Qualifications and experience of our team' section below.

In the Fast Track and Intermediate Track, the basis of charging is in accordance with the fixed recoverable costs detailed in Practice Direction 45 for the relevant complexity banding and when a Claim proceeds to a final hearing and you are successful in obtaining Judgment, subject to the Court's discretion to order the recovery of costs, the fixed recoverable costs will be awarded against the debtor in addition to any damages. Should the Claim not proceed to a final hearing, our fees will be in accordance with, Table 12 and Table 14 within Practice Direction 45 relating to the specific stage your Claim reaches at the time of settlement, with this amount being recoverable from the defendant in addition to the debt.

Claims in the Multi-Track will be quoted for on a case-by-case basis.

Hearing Fees (payable to HM Courts and Tribunals Service)

Claim Type	Hearing Fee
Small Claims track for Claims up to £300.00	£27.00
Small claims track for claims between £300.01 and £500.00	£59.00
Small claims track for claims between £500.01 and £1,000.00	£85.00
Small claims track for claims between £1,000.01 and £1,500.00	£123.00
Small claims track for claims between £1,500.01 and £3,000.00	£181.00
Small claims track for claims more than £3,000.00	£346.00
Fast track claims	£545.00
Intermediate track or multi-track claims	£1,175.00
* Basis of charging = Fixed cost basis for all Claims up to £10,000.00 with Claims issued through Money Claim Online. Hourly Rates for fee earners in our debt recovery team are set out in the Qualification and Experience of our team' section below for all Claimed over £10,000.00.	



Additional Costs for Applications and Enforcement Action

Whether there will be any fees payable to third parties and the legal cost associated with the respective action will most likely depend on whether we need to issue court proceedings and could include:

Disbursement	Disbursement Fee (£)	VAT (charged at 20%)	Legal Fee	VAT (charged at 20%)	Total (£)
County Court Bailiff	£91.00	N/A	£29.50	£5.90	£126.40
Request a further attempt to execute a warrant at a new address, except where a warrant has been suspended	£36.00	N/A	£14.75	£2.95	£53.70
High Court Enforcement Officer	£78.00	N/A	£51.75	£10.35	£140.10
High Court Enforcement Officer Abortive Fee	£75.00	£15.00	N/A	N/A	£90.00
Attachment of Earnings	£131.00	N/A	£59.00	£11.80	£201.80
Charging Orders	£131.00	N/A	£110.00	£22.00	£263.00
Third Party Debt Orders	£131.00	N/A	£98.50	£19.70	£249.20
Service of Documents	£125.00 - £250.00	£25.00 – 50.00	N/A	N/A	£150.00 - £300.00
Tracing (No Fee No Trace)	£35.00	£7.00	N/A	N/A	£42.00
Official Copy of the HMLR	£7.00	£1.40	N/A	N/A	£8.40
Application to Register a Unilateral Notice / Restriction	£20.00	£4.00	N/A	N/A	£24.00
Application to Court by Consent or without notice	£119.00	N/A	TBA	TBA	TBA
Application to Court (on notice) where no other fee is specified	£303.00	N/A	TBA	TBA	TBA



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 Judgment in default.
- When the judgment 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.
- For defended claims, conducting the claim in accordance with the court's rules including complying with case management directions and preparing for and attending trial,

Services for which additional charges will be apply

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

- Matters which are not debt recovery claims – for instance, breach of negligence or personal injury.
- Preparing, issuing and serving statutory demands, winding up and bankruptcy petitions.
- Claims issued outside of the Jurisdiction of England and Wales, where we will need to instruct a local agent to advise and assist on the appropriate procedures (and costs).
- Legal fees for making Applications to Court, either by consent, without notice or on notice where no other fee is specified, for example in respect of enforcement of directions or Summary Judgment/Strike Out Applications.
- Time spent in respect of instructions to or conferences with counsel.

In the event that any of these circumstances arise, we will discuss the costings with you and provide an estimate prior to any action.



Approximate/average timescales

Undefended Debt recovery matters usually take 4 weeks to 3 months 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 Judgment in default (if not before).

Defended debt recover claims will take considerably longer and the exact time will depend on the nature of the issues raised by the debtor and the availability of court time to hear the claim. Ordinarily, a defended debt action will come to trial approximately 12 months after the claim is issued in court.

If enforcement action is needed, the matter will take longer to resolve. The various actions that the debtor may take in seeking to avoid payment make it difficult to estimate how long enforcement could take in any given matter.

Factors that could increase costs

In some circumstances, the factors that can arise which may increase our fees, due to the additional time, work or skill required to meet your instructions can include:

- If the value of the compensation and interest take the debt into a higher banding attracting a higher fee.
- If the matter cannot be resolved by us writing a single or small number of letters to the debtor demanding payment.
- If enforcement action is needed such as a bailiff to collect your debt.
- If it is necessary to commence proceedings to pursue payment of the debt.
- If it is necessary for any Alternative Dispute Resolution to take place.
- If it is necessary to instruct counsel to advise on the claim and/or to assist in any court proceedings including attendance at any hearings.
- Where you provide us with additional information about the matter that materially changes the nature of our instructions and/or basis for pursuing the debt.
- If the claim is defended particularly where there is a substantial dispute as to the facts.
- If the debtor makes one or more interim applications or conducts itself in a manner necessitating such applications to be made on your behalf.
- If expert evidence is needed to assist in proving the claim.



- If the Claim is against more than one Defendant.
- If the debtor or its assets are located outside of England & Wales.

Qualifications and experience of our team

Our debt recovery team includes:

Name	Position	Hourly rate (£)	Experience
Andrew Laycock	Consultant, Head of Insolvency	330.00	Qualified as a solicitor in England & Wales in November 1983 https://prosperitylaw.com/people/andrew-laycock/
Andrew Farrell	Office Managing Partner & Head of Commercial Litigation	330.00	Qualified as a solicitor in England & Wales in April 1998 https://prosperitylaw.com/people/andrew-farrell/
Ali Renshaw	Solicitor	240.00	Qualified as a solicitor in England & Wales in October 2024 https://prosperitylaw.com/people/ali-renshaw/
Jessica Lines	Paralegal	118.00	Member of CILEX – Advanced Paralegal as of August 2024 https://prosperitylaw.com/people/jessica-lines/

Regardless of who works on your matter, they will be supervised by **Andrew Laycock, Consultant – Head of Insolvency or Andrew Farrell, Office Managing Partner & Head of Commercial Litigation.**