



**DEBT COLLECTION\* ACTING FOR CREDITOR UP TO £100,000  
BANKRUPTCY PROCEEDINGS AGAINST INDIVIDUALS  
UNDEFENDED CASES UP TO FIRST HEARING OF PETITION  
FEES AND DISBURSEMENTS (INCLUDING VAT)**

Hourly Rates of our personnel who may be dealing with your claim range from £200-£350 plus VAT.

The fee ranges below reflect the varied nature of the work, the time to carry out the work and the seniority of the person carrying out the work.

<u>Fees including VAT</u>	<u>Fee Range</u>	<u>Work Included</u>
(A) Letter of Claim .....	£90 - £120	(A) (i) Taking your instructions and reviewing papers (ii) Preparing Letter of Claim
(B) Instigating proceedings to have debtor made bankrupt .....	£1,680 - £2,940	(B) (i) No settlement being achieved, issuing a Statutory Demand and serving (ii) Receiving no response, presenting and serving a Bankruptcy Petition (iii) Preparing relevant court documents and filing a hearing bundle (iv) Instructing representative to attend first hearing
<b>TOTAL (A) + (B).....</b>	<b>£1,770.00 - £3,060.00</b>	
<b><u>Disbursements including VAT</u></b>		
(C) Process Server's fees (Statutory Demand and Petition).....	£180	<b><u>Work NOT Included</u></b>
(D) Court Issue fee .....	£280	1. Any work arising from the debtor opposing the Statutory Demand or Petition
(E) Official Receivers Deposit.....	£990	2. Negotiations for settlement
(F) Court Bankruptcy Search fee.....	£45	3. Where the debtor is out of the jurisdiction
(G) Representative fee for attending hearing .....	£120	4. Adjourned/further hearings of the Bankruptcy Petition
(H) Land Charges Bankruptcy Search .....	£2	5. Issues regarding Service where the debtor has more than one address or cannot be located or other problems in effecting personal service
<b>TOTAL (A) + (B) - (H).....</b>	<b>£3,387.00 - £4,677.00</b>	
<b><u>Optional Additional Fee</u></b>		
(I) Instructing detectives, receiving and reviewing reports.....	£72 - £126	
<b><u>Optional Additional Disbursements including VAT (per debtor)</u></b>		
(J) Trace the debtor .....	£90 - £180	
(K) Investigating debtor's financial circumstances .....	£358.80	
<b>GRAND TOTAL (A) – (K).....</b>	<b>£3,907.80 - £5,341.80</b>	
* Excludes debts for rent arrears		