

127 High Road
Loughton
Essex
IG10 4LT

Tel: 020 8508 4691

www.lerlaw.co.uk

www.barrettslaw.co.uk

Guide to Pricing for Debt Collection Work (Version 3, May 2025)

We have considerable experience of pursuing recovery of debts on behalf of businesses. This guide is an introduction to how we charge for our services. This guide applies to undefended debt claims only.

If a debt becomes disputed after court proceedings have been issued, then we will give you an estimate of our charges for continuing to pursue it on your behalf, which will be based on the size of the debt, the issues raised by the debtor, and our estimate of the time needed, charged at our then current hourly rates. It is likely that in defended cases we will use the services of a barrister to represent you at court hearings.

1. Our Charges

Our charges (to which VAT will be added at the appropriate rate) are as follows:-

- For initial file set up and first letter to debtor £50
- For standard 7 day letters to debtors- £20 per letter
- For 7 day letter including Late Payment Act interest and admin fee - £40 per letter
- For all other letters/emails - £20 per letter/email
- For routine telephone calls (up to 6 mins.) - £20 per call
- For non-routine telephone calls (over 6 mins) – at the hourly rates set out below
- To prepare and issue court proceedings – limited to the fixed costs allowed under the court rules (which will be added to the judgment payable by the defendant). The current amounts to issue proceedings are set out below. Further costs will be applicable when judgment is entered, and when any enforcement proceedings are taken.

Amount of debt	Fixed costs on issue
Up to £500	£50
£500 - £1000	£70
Over £1000	£100

- For defended court proceedings – based on the hourly rates set out in our Terms of Business

2. Court fees

Court fees are payable in addition to our charges, and will usually be recoverable from the debtor in the event you obtain judgment. There is no VAT on court fees.

If a case becomes defended, a further court fee (known as a hearing fee) will become payable.

Further details of court fees can be found in the Court Fees leaflet EX50 available online.

3. How long will my matter take?

The time that it takes from taking your initial instructions to the final resolution of your matter depends largely on the stage at which your case is resolved. Some debtors will pay up within a matter of days on receipt of an initial letter of claim. Some will wait until you have issued court proceedings and then pay up, so possibly a few weeks after you first instruct us. Some will try to defend any claim to the bitter end. A fully defended court action could take up to around 18 months to reach trial, but that is very much the exception.

4. Who will carry out the work?

At present all debt collection work is carried out by or under the supervision of Neil Lloyd-Evans. **Neil Lloyd-Evans** qualified as a solicitor in 1987 and has over 30 years of experience in dealing with debt collection (both defended and undefended) for debts from as little as a few hundred pounds up to sums approaching £1 million.

Contact Details

For further help please contact:-

Neil Lloyd-Evans
L.E.Law Barretts
127 High Road
Loughton
Essex IG10 4LT

Email: nlloydevans@barrettslaw.co.uk

Tel: 0208 508 4691

LE Law is a trading name of Barretts Law Limited. Barretts Law Limited is a private limited company registered in England and Wales with number 14024561. Registered office at 162 Queens Road Buckhurst Hill Essex IG9 5BD. Authorised and regulated by the Solicitors Regulation Authority with number 8001861. We do not accept service by fax or email. We use the word "Partner" to refer to a director of Barretts Law Limited or an employee with equivalent standing and qualifications.