

UNDISPUTED BUSINESS-TO-BUSINESS DEBT

Costs guidance

Please note: the figures given in this notice in relation to fees are provided as **estimates** for the purpose of our pricing transparency.

If a particular matter requires additional and/or complicated work, then the fees shown below may be greater – but in such a case, we would inform the client, at an early stage.

W Davies regularly acts for a number of companies and other organisations to help them to recover their debts, to improve their cash flow. We recognise that your business needs a fast and effective service to recover debts owed to it.

Although W Davies is not a “bulk” debt collection law firm, we pride ourselves in providing you with a personal service and in being able to tailor the debt recovery strategy to suit your particular circumstances and, of course, is effective in relation to receiving payment from your debtor. We recognise and fully understand that in some circumstances you must be careful and discrete in how you pursue certain of your debtors – especially if the debtor is an important customer, or if you require to maintain a particular kind of reputation.

Court Claims

These costs apply where your claim is in relation to an unpaid invoice which is not disputed and enforcement action is not needed. If the other party disputes your claim at any point, we will discuss any further work required and provide you with revised advice about costs if necessary, which could be on a fixed fee basis (e.g. if a one-off letter is required) or at an hourly rate if more extensive work is needed.

Estimated Fees for a non-disputed matter, where no enforcement action is needed:

Debt value	Court fee	Our fee (including VAT)
Graduated: up to £5,000	Graduated: from £35 to £205	£1,000 + VAT
£5,001 - £10,000	£455	£1,500 + VAT
£10,001 - £200,000	5% value of the claim	£4,000 + VAT
Over £200,000	Fixed at £10,000	Fee to be discussed

Anyone wishing to proceed with a claim should note that:

- Assuming you are VAT registered then the VAT element of our fee cannot be reclaimed from your debtor
- Interest and compensation may take the debt into a higher banding, with a higher cost
- The costs quoted above are not for matters where enforcement action, such as the bailiff, is needed to collect your debt

Our fee includes:

- Taking your instructions and reviewing documentation
- Undertaking appropriate searches
- Sending a letter before action
- Receiving payment and sending onto you, or if the debt is not paid, drafting and issuing claim
- Where no Acknowledgment of Service or Defence is received, applying to the court to enter Judgement in default
- When Judgement in default is received, write to the other side to request payment
- If payment is not received within X days, providing you with advice on next steps and likely costs

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