

Fee Structure - Debt Recovery

	FEES	COURT CHARGES
7 Day Letters		
7 day letters	£10 per letter	N/A
Undefended Actions		
Up to £3000 - (Small Claims)	£100 + late payment compensation if applicable *	£15 (if debt is under £200) £65 (if debt is £201-£3000)
£3001-£5000 - (Summary Cause)	£125 + late payment compensation if applicable *	£80
Over £5001 - (Ordinary)	£200 + late payment compensation if applicable *	£80
Statutory Demands		
48 hour demand (Company only)	£50	N/A
21 day statutory demand (Company or Individual)	£50	N/A
Undefended Bankruptcy Petition		
Individual Only	£300	£95
Undefended Failed Trust Deed Petition		
Individual Only	£150	£95
Undefended Liquidation Petition		
Company - provisional/first deliverance	£325	£80
Registration of English Judgement (including monitoring of payments)		
	£90	£10

***Late Payment Compensation Charges** will be charged only if recovered from the debtor. The Compensation entitlement varies in accordance with the size of the debt:

Size of unpaid debt	Sum to be paid to the creditor
Up to £999	£40
£1,000 to £9,999	£70
£10,000 or more	£100

Fee Structure - Defended Actions

If a case becomes defended it will be transferred to a Solicitor or Trainee Solicitor following which fresh terms and conditions will be issued.

The following fees will apply:

Up to £3000 - (Small Claims)

Our fee covers all work from raising the action through to a full evidential hearing and to conclusion. This fee is capped at £950 plus VAT or the level of expenses awarded in your favour, whichever is greater, on the basis of the evidential hearing lasting one day. If the hearing takes longer, additional days will be charged at £450.00 per day. Outlays are charged in addition to our fees, at cost.

£3001-£5000 - (Summary Cause)

Our fee covers all work from raising the action through to a full evidential hearing and to conclusion. This fee is capped at £1,250 plus VAT or the level of expenses awarded in your favour, whichever is greater, on the basis of the evidential hearing lasting one day. If the hearing takes longer, additional days will be charged at £650.00 per day. Outlays are charged in addition to our fees, at cost.

Over £5001 - (Ordinary)

Charged on a time basis at £180 per hour.

Inhibitions

There is no charge made by us unless we are making an application to the court on the dependence of an action. This is dealt with by a solicitor/trainee solicitor and will be charged at an hourly rate of £180.

Once Decree is obtained, Sheriff Officers prepare the inhibition documents and register them.

Their costs are as follows:

Preparation and Registration of Notice of Inhibition	£16.25
Registration fees (outlays) each	£15
Inhibition Service on defender (band 1)	£55
Registration of Schedule of Inhibition and Certificate of Service	£100

NB When registering inhibitions for two defenders only one notice is required and one fee charged.

Caveats

Caveat	Fee £50	Outlay £30 (per Sheriff Court caveat) £45 (per Court of Session caveat)
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NB: All fees are subject to VAT. Any outlays will be charged at cost.

MacRoberts LLP

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