

MUNDAYS' DEBT COLLECTION SERVICES - FIXED COSTS LITIGATION

For debt collection we have a fixed-fee structure, so you will know before commencing a claim how much it is likely to cost.

There are principally two alternative paths available to creditors seeking to collect a debt: the standard civil claims route or, if a debt is not disputed, the insolvency route. Provided the debt is not disputed, the latter can provide a low cost alternative to commencing a standard civil claim in the courts.

Mundays offer a fixed fee arrangement for undefended or undisputed civil claims under £15,000 and insolvency proceedings up to the making of a winding up or bankruptcy order. This service is offered subject to the full terms and conditions contained in our engagement letter, our assessment of your claim and any statutory requirements.

The fixed costs which we will charge for each stage of proceedings are set out below. In addition to these fees, for any money successfully recovered *before* we issue proceedings, we may be entitled to a commission of 10% of the debt. We will discuss this with you upon instruction.

Please note that all costs quoted exclude VAT.

1. Fixed fees in civil court claims

1.1 Pre-action

Mundays will endeavour to issue a letter before action within 24-hours of your initial instruction.

Initial case assessment (maximum of 20 minutes)	Free
Letter before action	£30
Additional correspondence with the Defendant (up to a maximum of four letters)	£10 per letter*

** In the event that during this correspondence, it is apparent that the matter will be defended, we will apply our hourly rates and give you the choice as to whether you wish to continue to instruct us on the basis of these rates*

1.2 Issue of proceedings

Debt	Our fees	Court issue fee	Total payable by you to Mundays (excl. VAT)
Up to £300	£100	£30	£130
£301 to £500	£100	£45	£145
£501 to £1,000	£100	£65	£165
£1,001 to £1,500	£150	£75	£225
£1,501 to £3,000	£150	£85	£235
£3,001 to £5,000	£200	£108	£308
£5,001 to £15,000*	£200	£225	£425

- *For debts of over £15,000, we will discuss with you any fixed fee arrangements (if any) that we are able to offer otherwise our hourly rates will apply.*

1.3 Post-issue and costs for obtaining default judgment

If the Defendant fails to respond we will apply for default judgment. Our costs for this will be £50.

1.4 Enforcement

Enforcement method	Our fees	Court issue fee plus registration	Total payable by you to Mundays
Charging order up to first hearing (excluding attendance at hearing)	£320	£100 + £80	£500
Attachment of earnings (excluding attendance at hearing)	£100	£100	£200
Third party debt order up to first hearing (excluding attendance at hearing)	£300	£100	£400
Application to obtain further information (excluding attendance at hearing)	£300	£50	£350
To issue a warrant of execution/writ of fi fa	£100	Between £1 - £4999: £100	£200
	£200	£5000 and above: variable	Subject to court fees

2. Fixed fees for insolvency proceedings

2.1 The statutory demand

To draft a statutory demand, Mundays will charge £350. This fee does not include our fees for defending an application to set aside a statutory demand (in the case of an individual) or resisting an injunction (in the case of a company). In such situations we again reserve the right to apply our hourly rates although, in some instances, we may be willing to agree a fixed fee with you. This fee does not include any third party fees for personal service.

2.2 Bankruptcy and winding up petitions

The fees set out below cover our fees for drafting the petitions, and for arranging for attendance at the bankruptcy/winding up hearing. As can be seen, the fees will vary depending on whether the petition is opposed by the debtor. They do not include any third party fees for personal service which may vary.

	Our costs	Court and publication fees	Subsequent work (including attendance at hearing)	Total payable by you to Mundays
Bankruptcy petition	£200	£690	Uncontested: £410	£1,300
Winding-up petition	£200	£989	Uncontested: £711	£1,900

Please note that court fees are subject to change and any uplift imposed by HMCS will be borne by the client

For more information or advice please contact Mundays LLP:

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