



FIXED FEES FOR COMMERCIAL DEBT RECOVERY

Stages of Claim Available	Fee	Disbursements
Letter Before Action	£50	
Commencement of proceedings		
Prepare and issue Claim	£50-£100	£35 – 5% of the claim
Obtain Default Judgment (Payment at this stage results in full costs recovery)	£22-£70	
Defended Small Claim		
Advise on Defence to Claim	£250	
Prepare, file and serve Directions Questionnaire	£75	
Draft one witness statement for Small Claims Hearing	£750	Hearing Fee £25-£355
Instruct and Brief Agent for Small Claims Hearing	£100	Agent's Fee
Post Hearing work (excluding enforcement)	£150	
Small Claims Counterclaim		
Advise on Defence and Counterclaim	£250	
Draft Reply to Defence and Defence to Counterclaim	£500	
Summary Judgment Application		
Draft, file and serve Application and Evidence	£1000	
Advise on Evidence served in response	£250	
Instruct and Brief Agent for Application Hearing	£100	Agent's Fee
Post Hearing work (excluding enforcement)	£150	

Defendant's Application to Set Aside Judgment

Advise on Application	£100	
Draft one witness statement to oppose Application	£500	
Instruct and Brief Agent for Application Hearing	£100	Agent's Fee
Post Hearing Work (excluding enforcement)	£50	

Enforcement of a Judgment (including but not limited to)

Instruct High Court Enforcement Officer	£50	£60 (plus £60 Transfer Up fee)
Obtain Attachment of Earnings Order	£50	£100
Obtain Charging Order	£500	£100 plus Agent's Fe

Insolvency Proceedings

Statutory Demand	£350	Process Server's Fee
Bankruptcy Petition	£750	£1105 plus search fee, Process server, Agent
Winding Up Petition	£1000	£1630 As above plus advertisement fee

*small print – Fixed fees apply to one event only. If you need more than one witness statement, or a hearing is adjourned and re-listed, or negotiations are entered into, any additional work will be done at our usual hourly rate. Disbursements are subject to change.

If you instruct us to represent you at a hearing in preference to an Agent, our attendance will be priced accordingly.

Where a range of fees or costs have been indicated, the value is dependent on the amount of your claim and will be confirmed on receipt of firm instructions.

To find out more, please contact Lucy Tarrant, Solicitor and Managing Director of Cognitive Law Limited, on

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Cognitive Law Limited is registered in England and Wales under company number 9753152. Our Registered Office is 15a Brighton Place, Brighton, BN1 1HJ.

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