

Debt recovery
Fixed fee solution



Peace of mind through
cost certainty

At Higgs & Sons we listen to our clients in order to understand their needs and provide solutions to their problems.

We recognise that the cost of debt recovery can be financially prohibitive and can quickly and easily become disproportionate to the sum of the dispute. We also know that doing it yourself is time consuming, complicated and stressful and, when handled within the business, can take up valuable personnel resources.

We have a solution.

Fixed fees

We already offer a 'no collection, no charge' service, which means that if we do not recover any monies whilst the matter is within our pre-legal debt recovery strategy, then we will not charge you anything.

Our pre-legal debt recovery strategy includes:

- obtaining your instructions
- sending out the initial seven-day letter before action (by post and/or email) and confirming to you that the letter has been sent
- dealing with the initial response from the debtor
- seeking your instructions
- advising you in relation to next steps
- seeking to recover and apply late payment compensation and interest (if applicable)

If we recover any monies, during the pre-legal debt recovery strategy, you can choose either a commission based fee or a fixed fee, dependent on the debt amount.

Debt recovery pricing

Debt Amount	Commission (+VAT)	Fixed fee (+VAT)
Up to £1,000	15%	£125
£1,000 - £5,000	12.5%	£285
£5,000 - £10,000	10%	£570
£10,000 - £15,000	8.75%	£750
£15,000+	7.25% (capped at £2,000)	£2,000

If you are not engaged in our pre-legal debt recovery strategy, we charge the following:

Service	Cost (+VAT)
One-off letter before action	£10
Bulk letter before action	£5
One-off Late Payment Demand	£5
Bulk Late Payment Demand	£5
Section 123 IA 1986 demand	£20
Letter of Claim to individuals/sole traders	£25
Telephone chaser	£10

The small print

- If further work is required outside the scope of our pre-legal debt recovery strategy, our hourly rates will apply (which are detailed in our terms of engagement)
- Defended cases fall outside the scope of our pre-legal debt recovery strategy, and will be handled by our dispute resolution team


For further information, please contact:


- Julia Lowe, Head of Dispute Resolution & Litigation, on 01384 327157 or email julia.lowe@higgsandsons.co.uk
- Matt Dudley, Partner, on 01384 327159 or email matt.dudley@higgsandsons.co.uk
- Arshad Mohammad, Debt Recovery Manager, on 01384 327 192 or email arshad.mohammad@higgsandsons.co.uk


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