

Small Claims Track Products

For parties who wish to bring or defend proceedings in the Small Claims Track of the County Court

Introduction

If you wish to bring proceedings to recover a debt worth less than £5,000, these proceedings should be commenced in the County Court and if the proceedings are defended, they are most likely to be allocated to the Small Claims Track. Alternatively, you may be facing a claim against you for less than £5,000 in the County Court and wondering whether or not you have grounds to defend the claim or whether it is worthwhile defending.

The usual rule in the Small Claims Track is that parties cannot recover any legal costs they incur in the proceedings unless the Court decides that a party has behaved unreasonably and assesses the costs by summary procedure. For that reason and due to the size of the claim, it is more cost effective for parties to represent themselves rather than formally instructing us to act on your behalf as the solicitors on record in the proceedings. However, we realise that you may need some assistance along the way and we have developed fixed fee products as set out below so that you can have the benefit of legal advice at an affordable price (costs exclude VAT). Please note that it is very unlikely that you will be able to recover any of these costs in your proceedings in the Small Claims Court.

Small Claims Division Products

Bringing a Claim

Product Description	Cost (plus VAT)
Information pack and timeline setting out what will happen at each stage of the proceedings	£100
Completing the Claim Form and drafting Particulars of Claim	£500
Reviewing any Defence and advising you in respect of any Defence	£200
If no Defence is filed, assisting you with filing for default judgment	£100
Reviewing your draft witness statements	£500

Defending a claim

Product Description	Cost (plus VAT)
Information pack and timeline setting out what will happen at each stage of the proceedings	£100
Reviewing the claim, taking instructions from you and advising if you have an arguable defence	£400
Drafting the Defence based on completing a review of the claim as above	£650
Reviewing your draft witness statements	£500

Please note that the above products **do not** include the payment of any filing fees or fees payable to the Court.

The above products allow you flexibility to seek assistance from us, where you need it. In order to keep your legal costs to a minimum, you should attempt to run the matter by yourself as much as possible with assistance from us only where required. If you require any assistance over and above our fixed products, you will be charged at our normal hourly rates.

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