Alstern Solicitors

Our Fees

Alstern Solicitors offers highly competitive fees tailored to your needs. Our transparent pricing structure ensures easy access to the estimated fees listed below. Contact us today to receive a fixed, no-obligation quote that guarantees peace of mind. Please note that our fees exclude VAT. Currently, VAT is set at 20%, subject to potential changes by the UK government.

Under SRA Transparency Rules, we are required to publish price and service information regarding our legal services

Immigration Fees

Our Fees For Our Immigration Services

At Alstern Solicitors, we aim to provide clear and understandable information about legal costs from the outset.

The prices shown on this page are fixed fees, typical fees or estimated ranges for the services described. They are intended to help you understand the likely cost of instructing us, but they are not a personalised quotation.

After reviewing the circumstances of your matter, we will provide you with written cost information setting out:

- our legal fees and how they are calculated;
- the amount of VAT payable;
- likely third-party costs;
- the work included within our fee;
- any work that is not included;
- the assumptions on which our quotation or estimate is based; and
- the likely stages and timescale of your matter.

We will tell you if the scope of the work or the likely cost changes. We will not carry out additional chargeable work without explaining the likely cost and obtaining your agreement.

Value Added Tax (VAT)

Unless expressly stated otherwise, our legal fees are shown excluding VAT. VAT is currently charged at 20% where applicable. Some third-party costs do not attract VAT, while others may be subject to VAT. The VAT treatment of each known third-party cost is identified in the relevant section below.

The VAT treatment of immigration work may depend on where the client lives and their immigration circumstances. We will confirm whether VAT at 20% is payable after receiving sufficient information about your circumstances.

Fixed Fees Arrangement

Where we agree a fixed fee, it will apply to the work and assumptions described in our written quotation.

A fixed fee will not increase simply because the work takes longer than expected. However, additional charges may apply if:

- your instructions or circumstances change materially;
- information provided to us is incomplete or inaccurate;
- unexpected legal or factual issues arise;
- you ask us to carry out work outside the agreed scope; or
- your matter becomes disputed or requires additional proceedings.

We will explain any proposed additional charge before carrying out the additional work.

Our Hourly Rates

Where we charge according to the time spent, the following hourly rates apply.

Grade and person acarrying the work	Rate excluding VAT	VAT at 20%	Rate including VAT
Grade A – solicitors, consultants or Legal Executives with more than 8 years' relevant PQE/experience.	£579	£115.80	£694.80
Grade B – solicitors, Legal Executives or consultants with more than 4 years' relevant PQE/experience.	£393	£78.60	£471.60
Grade C – other solicitors. Legal Executives and fee earners with relevant experience	£305	£61	£366
Grade D – trainee solicitors, paralegals or other fee earners with relevant experience	£210	£42	£252

For immigration work, the VAT treatment may depend on the client's circumstances. We will confirm whether VAT is payable when we provide our written quotation.

The person carrying out the work will depend on the complexity of the matter. Appropriate work may be delegated to a trainee solicitor, paralegal or legal assistant under the supervision of an experienced solicitor.

Immigration Services: Our Fixed Fee Charges

We understand that immigration matters can have a significant effect on you, your family or your business. Our objective is to explain both the legal process and the likely cost clearly before substantive work begins.

The fees shown below are typical fees for the specified immigration services. The exact fee will depend on matters such as:

- the type of application;
- whether it is a first application, extension or further application;
- your immigration history;
- the number of applicants and dependants;
- the amount and complexity of the supporting evidence;
- whether documents are missing;
- whether translations or an interpreter are required;
- whether an expert report is required;
- whether urgent or priority work is requested; and
- whether there are any suitability, eligibility or previous refusal issues.

After an initial assessment, we will provide you with a written fixed-fee quotation or an estimate based on the hourly rates shown above.

Our fixed fees

For many immigration applications, we offer a fixed fee once we have reviewed your circumstances, confirmed the proposed immigration route and identified the likely scope of work.

The fixed fee will cover the services expressly identified in our written quotation. If your circumstances or instructions change materially, we will explain any additional work and agree the cost with you before that work is undertaken.

Immigration Advice	Fee (excl VAT £20%)* Starting from
Naturalisation/Registration as British citizen	£1,500
Visitor Visas	£1,800
Spouse and partners applications, including fiancé(e)s or proposed civil partners	£2,500

Immigration Advice	Fee (excl VAT £20%)* Starting from
Extension Application	£1,500
Human Rights application	£3,200
Skill Worker Visas	£4,000
Innovator Founder	£10,000
Tier 1 Entrepreneurs extension	£5,000
Children ECA application	£3,200
Long Residence	£3,000
Settlement	£1,500
High Potential Individual	£1,500 - £2,500
Discretionary Leave	£4,000+
BNO Visa	£1,200
BNO dependant (Partner/Child)	£1,500
BNO Adult Dependant	£1,500

Work Included and Not Included in Our Immigration Services

Work included in our immigration services:

Unless your written quotation states otherwise, our work will normally include:

- discussing your circumstances and objectives with you;
- advising whether the proposed application is appropriate;
- advising on the relevant eligibility and evidential requirements;
- identifying any apparent weaknesses or issues;
- providing a list of the documents required;
- reviewing the supporting documents you provide;
- advising whether additional evidence is required;
- preparing the application and supporting representations;
- submitting the application on your behalf, where agreed;
- corresponding with the Home Office in connection with the application; and
- advising you on the decision and the immediate next steps.

Work not included

Unless expressly included in your written quotation, the quoted fee does not include:

- Home Office application fees;
- the Immigration Health Surcharge;
- priority or super-priority service fees;
- biometric appointment or document-scanning charges;
- translation or interpreting costs;
- expert reports;
- counsel's fees;
- attendance at a Home Office interview;
- travel or accommodation;
- advice or representation following a refusal;
- an appeal, administrative review or reconsideration request;
- judicial review proceedings;
- a fresh or replacement application; or
- work arising from a significant change in your circumstances or instructions.

Immigration Disbursements

Disbursements are costs related to your matter that are payable to third parties, such as visa fees. To ensure a smoother process, we take care of the payment of disbursements on your behalf.

Below are some common disbursements:

Home office costs
Any Home Office fees associated with making the application. These fees should be paid directly to the Home Office as part of the application process. If your application is refused by the Home Office, the costs for advice and assistance in relation to any appeal are not included in the fees quoted here.

Please see the following link for further information regarding the Home Office fees:
https://www.gov.uk/government/publications/visa-regulations-revised-table

Expert witnesses costs
Fees of independent expert witnesses where required. The cost of the expert witness may also incur VAT at 20%.

Costs for Interpreters/Translations
If you require the services of an interpreter or need documents translated, we will confirm the associated costs. Interpreter fees vary based on the language spoken and the time required by the interpreter. Please note that the cost of interpreters may also include VAT at a rate of 20%.

Translated Documents
The Home Office mandates that documents must be translated by a specialist company for acceptance. Consequently, you may incur costs for translating documents, and these costs may also be subject to VAT at 20%.

Counsel Fees
Counsel's fees may be incurred for specialised advice on complex issues or representation, whether before the Home Office or in Tribunal hearings. The average hourly rate for Counsel ranges from £250 to £800 per hour, depending on their level of experience, knowledge, and skill. In most cases, Counsel's fees also include VAT at 20%.

Travel and Accommodation Costs
For clients applying from outside the UK, we often arrange in-person meetings. In addition to our fees, we charge for flight and accommodation expenses to facilitate these meetings and provide you with the necessary support.

We will not instruct an interpreter, translator, expert or barrister without first informing you of the likely cost and obtaining your authority.

Immigration Timescales

Once we have received complete instructions, payment on account and the documents reasonably required, we will normally aim to prepare and submit an immigration application within approximately two to eight weeks.

The precise timescale will depend on the complexity of the application, the amount of evidence, how quickly information is provided and whether translations or expert evidence are required.

For Home Office processing times are outside our control. We cannot guarantee how long the Home Office will take to process your application.

Please see the following link for further information regarding the Home Office current processing times:

Application inside the UK
https://www.gov.uk/guidance/visa-processing-times-applications-inside-the-uk

Application outside the UK
https://www.gov.uk/guidance/visa-processing-times-applications-outside-the-uk

People Carrying Out Our Immigration Services

Our immigration matters are handled by solicitors, consultants, trainee solicitors and paralegals with experience appropriate to the nature and complexity of the application.

All immigration work is supervised by our senior solicitor, who has 10 years experience in immigration law.

Details of the qualifications and experience of the individuals who may work on your matter are available on our talents page:

Find out more about about our talents here.

Property Fees

Buying or Selling a Freehold/Leasehold Property

We normally carry out residential conveyancing work on a fixed-fee basis.

Our legal fee will depend on:

- whether you are buying, selling, remortgaging or carrying out more than one transaction;
- the value of the property;
- whether the property is freehold or leasehold;
- whether the title is registered;
- whether you require mortgage finance;
- whether the property is a new build;
- whether shared ownership or another housing scheme is involved;
- whether the Building Safety Act applies;
- whether the transaction is linked to another transaction; and
- whether unexpected title, lease, planning or lender issues arise.

After receiving the relevant transaction details, we will provide a written quotation setting out our legal fees, VAT, likely third-party costs and any applicable additional charges.

Freehold Property Value	Our Fee*
Up to £300,000	£1,800 plus VAT
£300,001 to £499,999	£1,900 plus VAT
£500,00 to £799,999	£2,000 plus VAT
£800,000 to £1,000,000	£2,200 plus VAT
£1,000,001 to £1,500,000	Starting from £2,500 plus VAT
£1,500,001 and above	Please contact us for a personalised quote

Leasehold Property Value	Our Fee*
Up to £300,000	£2,000 plus VAT
£300,001 to £499,999	£2,100 plus VAT
£500,00 to £799,999	£2,200 plus VAT
£800,000 to £1,000,000	£2,400 plus VAT
£1,000,001 to £1,500,000	Starting from £3,000 plus VAT
£1,500,001 and above	Please contact us for a personalised quote

*An additional fee of £100 plus VAT will apply to the purchase or sale of a new-build property.
If you are buying and selling a property then a charge would be made both the sale and the purchase.
If you are buying a leasehold property that subject to Building Safety Act then additional £500 plus VAT will be charged.

Additional Fees (If Applicable to Your Transaction)

The following additional fixed fees are likely to apply to your transaction and, if they do, will be included in any quote provided.

Additional charges	Our Fee*
File Set Up Fee (Non-refundable)	£150 plus VAT
CHAPS/Telegraphic Transfer Admin Fee	£40 plus VAT
ID/AML/Verification of Fund Check (Nation)	£49 plus VAT per person
ID/AML/Verification of Fund Check (International)	£100 plus VAT per person
Company Search & Check	£100 plus VAT
Source of Funds Check - outside the UK (Low Risk Country)	£200 plus VAT
Source of Funds Check - outside the UK (Mid and High Risk Country)	£400 plus VAT
Completion of SDLT Form	£150 plus VAT
Registration of Title Form	£150 plus VAT
Lawyer Checker Admin Fee	£30 plus VAT
Limited Company Purchase/Sale	£350 plus VAT
Gifted Deposit Deed	£150 plus VAT
Pre-Completion Searches	£50 plus VAT
Unregistered Title	£50 plus VAT
Limited Company Purchase/Sale	£350 plus VAT

Leasehold extension	£1,800 plus VAT
Transfer of equity (without mortgage)	£1,000 plus VAT for Freehold and £1,200 plus VAT for Leasehold
Deed of Gift	£1,100 plus VAT for Freehold and £1,300 plus VAT for Leasehold
Review of Building Safety Act 2022	£500 plus VAT

Referral fee (if any)

Where you have been introduced to us by a third party, we may pay that party a referral fee. The typical referral fee is £150. The referral fee is paid by Alstern Solicitors and does not increase the legal fee charged to you. Details of any referral arrangement will be disclosed to you in writing.

Disbursements (Third party costs)

The disbursements you incur will depend on whether you are buying, selling, or both, and whether the property is freehold or leasehold. Additionally, the location and type of property can also affect the required disbursements. Properties in specific locations, for instance, may necessitate more extensive searches and checks than others.

For clients buying a Freehold property, the following typical disbursements apply:

- Our Fee (Varies)
- Land Charges Search: 7 per name (no VAT)
- Land Registry Search: £7 per name (no VAT)
- HM Land Registry Fee: Calculated using the HMLR Fee Calculator
- SIM Index Map Search: £6 (no VAT)
- Property searches - £250 - 650 inc VAT
- Land registration fee - £20- £910

When selling a property, you will typically need to pay the following disbursement:

- Land Registry Office Copy Entries and Title Plan: £14 per title number (no VAT)

If the property is a 'leasehold' property, the disbursements differ and usually include:

- Notice of Transfer fee (chargeable as per the lease, typically £50 to £200 + VAT)
- Notice of Charge fee (if mortgaging, as per the lease, typically £50 to £200 + VAT)
- Deed of Covenant fee (provided by the management company, typically £100 to £250 + VAT)
- Certificate of Compliance fee (varies, typically £150 to £250 + VAT)
- Leasehold Management Pack fee (applies when selling a leasehold property, typically £150 to £450 + VAT)

Stamp Duty Land Tax (SDLT)

This depends on the purchase price of your property. You can calculate the amount you will need to pay by using HMRC's website or if the property is located in Wales by using the Welsh Revenue Authority's website.

How Long Will My House Purchase Take?

The time from your offer being accepted until completion will depend on whether the property is freehold or leasehold and on the complexity of the transaction.

A straightforward freehold purchase will usually take approximately 8–12 weeks. A straightforward leasehold purchase will usually take approximately 12–16 weeks, as additional information may be required from the freeholder, landlord, managing agent or management company. This may include the lease, service-charge accounts, buildings-insurance information, details of planned major works and any requirements relating to notices, deeds of covenant or certificates of compliance.

A transaction may take 16 weeks or longer where complications arise. Examples include:

- a long or incomplete property chain;
- delays in obtaining a mortgage offer, searches or management information;
- unregistered land or defects in the legal title;
- probate or matrimonial issues;
- a short or defective lease or the need for a deed of variation;
- new-build or shared-ownership requirements;
- Building Safety Act issues;
- missing planning permission or building-regulations documents;
- survey problems, such as subsidence or structural defects;
- additional requirements imposed by the mortgage lender; or
- delays by another solicitor, landlord, managing agent or third party.

A chain-free cash purchase may complete more quickly. All timescales are estimates rather than guarantees because several stages of the transaction depend on other parties. We will keep you informed of progress and notify you promptly if any issue is likely to affect the expected completion date.

However, the duration can vary, influenced by the parties involved in the property chain and the promptness of their responses and document submissions. For instance, if your property is leasehold, obtaining the management pack may extend the timeline considerably, contingent on the specific management company's procedures. Similarly, if your property has structural issues, such as subsidence, the process can take significantly longer than the usual 6-10 weeks, and there may be additional charges associated with such situations.

Work Included and Not Included in Our Conveyancing Services

What our purchase fee includes

Our standard purchase fee normally includes:

- taking your instructions and completing initial identity checks;
- reviewing the contract and title documents;
- carrying out the searches included in your quotation;
- raising appropriate legal enquiries;
- reviewing replies to enquiries;
- advising you on the title, contract and search results;
- reviewing and reporting on your mortgage offer, where applicable;
- preparing the matter for exchange of contracts;
- agreeing the completion date;
- exchanging contracts;
- completing the purchase;
- preparing and submitting the Stamp Duty Land Tax return;
- paying Stamp Duty Land Tax from funds provided by you; and
- submitting the application to register your ownership.
- What our sale fee includes

Our standard sale fee normally includes:

- taking your instructions and completing initial identity checks;
- obtaining and reviewing the title information;
- preparing the contract documentation;
- corresponding with the buyer's conveyancer;
- responding to standard legal enquiries;
- arranging signature of the contract and transfer;
- agreeing the completion date;
- exchanging contracts;
- completing the sale;
- redeeming the existing mortgage from the sale proceeds, where applicable; and
- accounting to you for the balance of the sale proceeds.
- Work not normally included

Unless expressly included in your quotation, our standard conveyancing fee does not cover:

- a property survey or valuation;
- tax, financial or investment advice;
- resolving a defective title;
- a lease extension or lease variation;
- collective enfranchisement or right-to-manage work;
- complex Building Safety Act issues;
- preparing a declaration of trust;
- dealing with matrimonial or beneficial ownership disputes;
- obtaining retrospective planning or building regulation consent;
- dealing with an absent landlord;
- additional work arising from an auction purchase;
- bridging finance; or
- litigation connected with the property.

Example of Our Charges

The table below provides a typical example of our costs that may apply when selling a freehold property for £500,000 (excluding Estate Agency Fees), involving a single client:

Item	Fees
Our Legal Fees	£2,000 plus VAT
Telegraphic Transfer Admin Fee (per transfer)	£40 plus VAT
Office Copy Entries	£7 no VAT
ID/AML/Source of Funds Check (per person)	£49 plus VAT
HM Land Registry Fees	£100 no VAT
Net Total	£2,196
Plus VAT	£417,80
Gross Total	£2,613.80

Please note - See the additional charges list for charges that may apply to your individual case.

Disbursements are costs related to your matter that are payable to third parties, such as Land Registry fees. We handle the payment of the disbursements on your behalf to ensure a smoother process.

This depends on the purchase price of your property. You can calculate the amount you will need to pay by using HMRC's website or if the property is located in Wales by using the Welsh Revenue Authority's website.

We follow the SRA's suggested stages of the process as follows:

- Take your instructions and give you initial advice
- Check finances are in place to fund purchase and contact lender's solicitors if needed
- Receive and advise on contract documents
- Carry out searches
- Obtain further planning documentation if required
- Make any necessary enquiries of seller's solicitor
- Give you advice on all documents and information received
- Go through conditions of mortgage offer with you
- Send final contract to you for signature
- Agree completion date (date from which you own the property)
- Exchange contracts and notify you that this has happened
- Arrange for all monies needed to be received from lender and you
- Complete purchase
- Deal with payment of Stamp Duty/Land Tax
- Deal with application for registration at Land Registry

People carrying out our conveyancing services

Our property matters are handled by solicitors, consultants, trainee solicitors and paralegals with experience appropriate to the nature and complexity of the transaction.

All conveyancing work is supervised by our senior solicitor, who has 10 years experience in property law.

Details of the qualifications and experience of the individuals who may work on your matter are available on our talents page:

Find out more about about our talents here.

Private Wealth Fees

Wills and Lasting Powers of Attorney

Our Private Client team provides advice and assistance with Wills, Lasting Powers of Attorney, Probate and Estate Administration.

The prices below apply to standard matters. Unless stated otherwise, our legal fees exclude VAT, currently charged at 20%. We will provide a written quotation before work begins.

Wills and Lasting Powers of Attorney

Service	Our fee excluding VAT	VAT at 20%	Total legal fee including VAT
Initial Consultation	From £240	£48	From £288
Standard Single Will	From £550	£110	From £660
Standard Mirror Wills for a couple	From £825	£165	From £990
One person – one type of LPA	From £550	£110	From £660
One person – both types of LPA	From £900	£180	From £1,080
Couple – one type of LPA each	From £950	£190	From £1,140
Couple – both types of LPA each	From £1,350	£270	From £1,620
Single Will and one type of LPA	From £900	£180	From £1,080
Single Will and both types of LPA	From £1,250	£250	From £1,500
Mirror Wills and one type of LPA each	From £1,450	£290	From £1,740
Mirror Wills and both types of LPA each	From £1,800	£360	From £2,160

LPA registration fees

Our LPA legal fee includes preparing the LPA and submitting it for registration.

The Office of the Public Guardian charges an additional registration fee of:

- £92 for each LPA
- £184 for both types of LPA for one person
- £368 for both types of LPA for a couple

Reductions or exemptions may be available in some circumstances.

What is included?

Our standard Will fee includes taking your instructions, preparing the Will, making one reasonable set of amendments and providing signing instructions.

Our standard LPA fee includes advice on appointing attorneys, preparing the LPA, providing signing guidance, checking the completed documents and submitting the registration application.

Additional charges may apply where complex tax or trust planning, foreign assets, capacity assessments, home visits, disputes or substantial amendments are required. We will agree any additional fees with you before carrying out the work.

Probate and Estate Administration Fees

We can assist with obtaining the Grant of Probate or Letters of Administration and completing the administration of the estate.

Our prices below apply to uncontested estates where the assets are situated in the UK.

Type of Estate	Estimated time	Our fee excluding VAT	VAT at 20%	Total including VAT
Straightforward estate administration	12–15 hours	£4,000–£5,000	£800–£1,000	£4,800–£6,000
Standard estate administration	20–40 hours	£6,000–£14,000	£1,200–£2,800	£7,200–£16,800
Complex estate administration	At least over 40 hours	Starting from £15,000	TBC	TBC

These ranges are based on the estimated hours shown and the hourly rates published in our Hourly Rates section. The final cost will depend on the number and type of assets, the number of beneficiaries, whether Inheritance Tax is payable and whether the estate contains trusts, business assets or other complex issues.

You will receive a written estimate before work begins. We will inform you before carrying out work that is likely to increase the estimate.

What is included?

Our full estate-administration service normally includes:

- reviewing the Will and advising on the distribution of the estate;
- obtaining information about assets and liabilities;
- preparing the relevant Inheritance Tax forms;
- preparing and submitting the probate application;
- collecting or transferring estate assets;
- settling estate liabilities;
- preparing estate accounts; and
- distributing the estate to the beneficiaries.

The price does not normally include property conveyancing, foreign assets, specialist tax returns, trust administration, missing-beneficiary investigations, disputes, court proceedings, barristers or expert evidence. We will provide a separate quotation for additional work.

Timescales

A Grant of Probate will normally take approximately 3–6 months from receipt of complete estate information.

Full estate administration may take a further 6–12 months. Complex estates may take approximately 18–24 months or longer.

These timescales are estimates and may be affected by delays involving HMRC, the Probate Registry, financial institutions, property sales or beneficiaries.

Third-Party Costs

Third-party costs are payable in addition to our legal fees.

Third-party cost	Amount
Probate application fee where the estate is worth more than £5,000	£526 – no VAT
Probate application where the estate is worth £5,000 or less	No fee
Additional copy ordered with the probate application	£2 per copy – no VAT
Additional copy ordered after the application	£16 per copy – no VAT
Bankruptcy search	£6 per beneficiary – no VAT
Deceased-estate notice in The Gazette	From £96.55 plus VAT
Local newspaper notice arranged through The Gazette, where required	Approximately £240 plus VAT

The Probate Registry fee in your current table should therefore be changed from £300 to £526. The £2 copy charge applies when copies are ordered with the application; copies ordered later cost £16 each.

The Gazette's published 2026 charges are £96.55 excluding VAT for a standard deceased-estate notice and £240 excluding VAT for its newspaper-placement service.

Additional charge

Charge	Amount
Electronic bank transfer	£40 plus VAT per transfer

The bank-transfer fee is an Alstern administrative charge, not a third-party cost, so it should be displayed separately.

Who Will Carry Out the Work?

Your matter will be handled by our solicitors, paralegal and fee earner, who has years of experience in Wills, Probate and Estate Administration.

The work will be supervised by our senior solicitor who has years of experience in this area. Further details of our team's qualifications and experience are available on our team page.

Debt Recovery Fees

Debt Recovery Service

Our debt recovery service is available to businesses seeking to recover an unpaid invoice or other defined debt of up to £100,000.

The fees below apply where:

- there is one debtor based in England and Wales;
- the amount owed is clear and supported by appropriate documents;
- the debt is not disputed;
- no counterclaim is raised; and
- enforcement action is not required.

Unless stated otherwise, our legal fees exclude VAT, currently charged at 20%.

Amount of debt	Court issue fee	Our fee excluding VAT	VAT at 20%	Total including VAT
Up to £5,000	£35–£205	£1,000–£1,500	£200–£300	£1,200–£1,800
£5,001–£10,000	£455	£1,500–£2,500	£300–£500	£1,800–£3,000
£10,001–£50,000	5% of the amount claimed	£2,500–£4,000	£500–£800	£3,000–£4,800
£50,001–£100,000	5% of the amount claimed	£4,000–£6,000	£800–£1,200	£4,800–£7,200

The court fee is payable in addition to our VAT-inclusive legal fee. Court fees are calculated on the amount claimed, including any interest. The current issue fees are £35 to £455 for claims up to £10,000 and 5% of the claim for claims above £10,000.

We will confirm the exact legal fee within the relevant range after reviewing your documents. The fee may be towards the upper end where there are numerous invoices, extensive correspondence, several contractual documents, an urgent deadline or additional factual or legal issues.

What Is Included and Not Included for Debt Recovery Service

What Is Included?

Our fee normally includes:

- taking your instructions and reviewing the principal documents;
- carrying out appropriate preliminary checks;
- preparing and sending one Letter Before Action;
- dealing with routine correspondence from the debtor;
- preparing and issuing court proceedings where payment is not received;
- applying for default judgment where the debtor does not respond;
- requesting payment following default judgment; and
- receiving and forwarding payment to you.

The fee applies to one debt or account against one debtor. We will provide a separate quotation where there are multiple debtors or materially different debts.

What Is Not Included?

The fee does not include:

- a disputed or defended claim;
- a counterclaim;
- an application or court hearing;
- mediation;
- enforcement of a judgment;
- statutory demands, bankruptcy or winding-up proceedings;
- barristers' fees;
- expert, tracing-agent or process-server fees; or
- recovery against a debtor outside England and Wales.

We will provide a revised written estimate before undertaking any additional work.

The court may allow some court fees and legal costs to be recovered from the debtor, but the amount recoverable may be less than the amount you pay us. Recovery cannot be guaranteed.

Disputed or Defended Claims

If the debtor disputes the debt, files a defence or raises a counterclaim, further work will be charged according to the time spent at the following hourly rates.

Our Hourly Rates

Person carrying out the work	Hourly rate excluding VAT	VAT at 20%	Hourly rate including VAT
Solicitors or Chartered Legal Executives with eight or more years' relevant PQE	£579	£115.80	£694.80
Solicitors or Chartered Legal Executives with four or more years' relevant PQE	£393	£78.60	£471.60
Other solicitors, legal executives and fee earners of equivalent experience	£305	£61	£366
Trainee solicitors, paralegals and other fee earners	£210	£42	£252

Depending on the complexity and stage of the case, a defended claim may require approximately 4–50 hours of work. At the above rates, this would result in estimated legal fees of:

- £840–£28,950 excluding VAT;
- VAT of £168–£5,790; and
- £1,008–£34,740 including VAT.

This excludes court fees, barristers' fees, expert fees, mediation costs and enforcement costs.
We use a 4–50-hour range for disputed debt-recovery work; only retain that range if it also reasonably reflects Alstern's completed matters.

Further court fees may also apply. Current hearing fees range from £27 for the lowest-value small claim to £1,334 for an intermediate-track or multi-track claim. We will confirm the applicable fee before it is incurred.

Timescale

An undisputed debt-recovery matter will normally take approximately 6–12 weeks from receipt of complete instructions to payment or default judgment.

The matter may take longer where:

- the debtor cannot easily be located or served;
- additional documents are required;
- the debtor requests time to pay;
- the court experiences processing delays;
- the debt is disputed; or
- enforcement action is required.

Who Will Carry Out the Work?

Your matter will be handled by a solicitor, legal executive, trainee solicitor or paralegal with appropriate experience. Work may be allocated between team members at the appropriate level to manage the matter efficiently. All work will be supervised by our senior solicitor who has years of experience in this area of law.

Further details about the qualifications and experience of our team are available on our talent page.