

Fee structure collections

| | Collection amount R0 to R10 000 | Outstanding amount R10 000 to R20 000 | Outstanding amount R20 000 to R50 000 |
|---|------------------------------------|--|--|
| Billing Item | 650 per hour (Excl Vat) | 850 per hour (Excl Vat) | 1000 per hour (Excl Vat) |
| Opening file, new instruction, perusing client docs & consideration of legal position | 650.00 | 850.00 | 1000.00 |
| Summons and particulars of claim-drafting, signage, filing and instruction to sheriff for service. | 975.00 | 1275.00 | 1500.00 |
| Drafting of pleadings, signage serving and filing. | 400.00 | 450.00 | 500.00 |
| Receipt and perusal of returns / pleadings notice | 200.00 | 200.00 | 200.00 |
| Correspondence between our office and client. | 150.00 | 150.00 | 150.00 |
| Letters including letter of demand to debtor in terms of section 129 (1)(A) of a National Credit Act. | 400.00 | 420.00 | 450.00 |
| Application for default judgement-drafting signage and filing. | 480.00 | 580.00 | 700.00 |
| Warrant of execution-drafting signage | 550.00 | 650.00 | 750.00 |
| Drafting and preparing notice of sale in execution | 550.00 | 650.00 | 750.00 |
| Instruction of tracing agent | 400.00 | 450.00 | 550.00 |
| Drafting of acknowledgement of debt for debtor signature | 975.00 | 1275.00 | 1500.00 |

Additional charges

Copies - R3.50 per page
 Telephone calls - R180.00 every 10mintues
 Travel - R5.00 per kilometre
 Traveling time - Hourly Rate
 Addendances - Hourly Rate