

## S P FORD & Co. LIMITED CREDITORS' GUIDE TO FEES

Charge-out rates (from 1 November 2017)

| Grade            | Charge-out rate (£ per hour) |
|------------------|------------------------------|
| Director/Partner | 250                          |

Time costs are calculated at 6 minute units

### Agent costs

These are charged at cost based upon the charge(s) made by the Agent instructed. The term "Agent" includes

- Solicitors/legal fees
- Auctioneers/valuers
- Accountants
- Quantity Surveyors
- Estate agents
- Other specialist advisors

### Storage costs

Charged at actual cost incurred for storage (and retrieval, when appropriate) of records.

### Other disbursements (from 1 May 2013)

| Category             | Basis of charge   |
|----------------------|---|
| Indemnity Bond       | At cost of mandatory cover required in accordance with the Insolvency Act 1986 for each appointment |
| Insurance of assets  | At cost in relation to asset coverage requirement   |
| IT Charge            | £100 per case   |
| Company searches     | At cost incurred  |
| Travel               | Motor vehicle at 50p per mile<br>All other forms at actual cost                                     |
| Room hire            | At actual cost  |
| Photocopying         | No charge   |
| Postage              | At actual cost incurred   |
| Facsimiles/Telephone | No charge   |
| Other                | At actual cost charged  |