

Talk to us about Collections

Cash flow is still the biggest single factor as to why most businesses fail, so we understand why you need to chase money that's overdue. But there's no need for you to lose focus of your core business. Our collections department has powerful systems in place, and is eager to get your money for you. Call **021 797 8191** and let us take the pressure off you, while you keep doing what you do best.

**PINCUS MATZ
& MARQUARD**
ATTORNEYS

SERIOUS ABOUT LAW - PASSIONATE ABOUT PEOPLE

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The Collections Department of Pincus Matz is proud to be part of a highly respected legal practice that delivers quality at fair prices. Our partnership offers a wealth of experience combined with energetic professionalism and a drive to be exceptional in everything we do. As part of our ongoing commitment to delivery excellence, we offer you our expertise and invite you to call on us when seeking legal support.

We trust this information will be of value to you.

The Collections Fee Structure

1

FEE STRUCTURE

FEE FOR TAKING INSTRUCTIONS IS AS FOLLOWS:

Debt amount up to R 7,000	R 188.00 (VAT)	R 26.32
R 7,001.00 to R 50,000.00	R 262.00 (VAT)	R 36.68
R 50,001.00 upward	R 418.00 (VAT)	R 58.52

Each registered letter of demand R29.00 (VAT) R4.06 Postage R16.90

SUMMONS COSTS

Amount up to R 7,000.00	R 98.00 (VAT)	R 13.72
R 7,001.00 to R 50,000.00	R 327.00 (VAT)	R 45.78
R 50,001.00 upward	R 485.00 (VAT)	R 67.90

JUDGEMENT COSTS

Amount up to R 7,000.00	R 98.00 (VAT)	R 13.72
R 7,001.00 to R50,000.00	R 250.00 (VAT)	R 35.00
R 50,001.00 upward	R 408.00 (VAT)	R 57.12
Rule 57 (Admission of Liability & Undertaking)	R 79.00 (VAT)	R 11.06
Consent to Judgement	R 79.00 (VAT)	R 11.06
Affidavit / Certificates	R 47.00 (VAT)	R 6.58

WARRANTS

Warrant of Execution	R 79.00 (VAT)	R 11.06
Re-issue Warrant of Execution	R 33.00 (VAT)	R 4.62
Warrant of Ejectment	R 79.00 (VAT)	R 11.06
Warrant of Arrest	R 65.00 (VAT)	R 9.10
Security for the Sheriff I.T.O. Rule 38	R 65.00 (VAT)	R 9.10
Notice of Sale	R 141.00 (VAT)	R 19.74

SECTION 66 APPLICATION TO ATTACH IMMOVABLE PROPERTY

Application	R 123.00 (VAT)	R 17.22
Annexure to Warrant of Execution	R 94.00 (VAT)	R 13.16
Conveyancing Certificate	R 94.00 (VAT)	R 13.16
Notice of Sale for Immovable Property	R 207.50 (VAT)	R 29.05
Conditions of Sale	R 584.00 (VAT)	R 81.76

Inclusive fee for work done in connection with Releasing of Immovable Property	R 98.00 (VAT)	R 13.72
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NOTICE i.t.o. SECT. 65A (1) PROCEEDINGS:

Registered letter iro S65A2 R30.00 (VAT) R 4.20 Postage R16.90

Amounts up to R1,000.00	R 165.00 (VAT)	R 23.10
R1,001.00 to R2,000.00	R 250.00 (VAT)	R 35.00
R2,001.00 upward	R 296.00 (VAT)	R 41.44
Certificate	R 47.00 (VAT)	R 6.58
Attending court	R 100.00 (VAT)	R 14.00

EMOLUMENTS ATTACHMENT ORDER

Application	R 98.00 (VAT)	R 31.72
Certificate	R 47.00 (VAT)	R 6.58
Order	R 131.00 (VAT)	R 18.34
Certificate	R 47.00 (VAT)	R 6.58
Re-issue Emoluments Attachment Order	R 105.00 (VAT)	R 14.70
Attending Court	R 100.00 (VAT)	R 14.00
Extract Copy of Judgment (CCJ)	R 65.00 (VAT)	R 9.10

FEES FOR MISCELLANEOUS EXPENSES

Issue	R 40.00 (VAT)	R 5.60
Deliver to sheriff	R 40.00 (VAT)	R 5.60
Service	R 40.00 (VAT)	R 5.60
Letter to debtors and clients	R 30.00 (VAT)	R 4.20
Telephone discussion (5 – 10 minutes)	R 30.00 (VAT)	R 4.20
Consultations (15 – 20 minutes)	R 60.00 (VAT)	R 8.40

2

PAYMENT

2.1 All disbursements, notably Sheriff's fees, tracing fees, ITC fees are debited to your account as soon as they are incurred and are payable on presentation of our monthly tax invoice/statement.

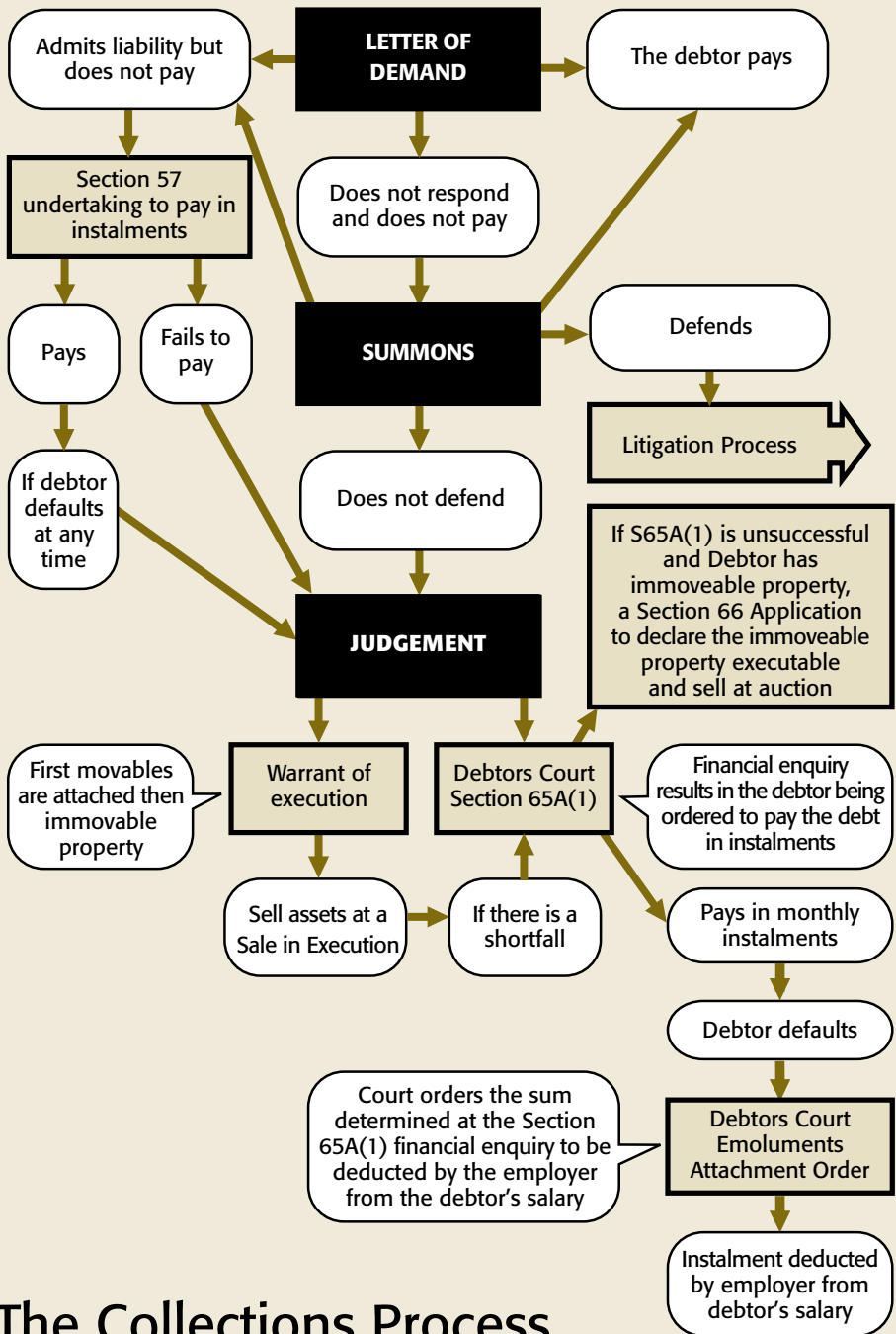
2.2 Any payments received from the debtor are credited to your account when they are received and are appropriated firstly to disbursements and then to our fees.

2.3 Any credit balance appearing on your account after disbursements and fees have been deducted is paid over to you at month end. A credit balance on your account is retained in our Trust Account until paid over to you.

2.4 Payment of any debit balance appearing on your account is payable on presentation of our tax invoice/statement.

2.5 Collection commission on payment collected will be charged at 10% per payment collected plus vat thereon up to a maximum of R1,000.00 per payment.

Please do not hesitate to contact us to discuss any matter relating to debt collections generally or, in particular, our fee structure.



The Collections Process