

## **Charging Rates**

The charge out rates of staff employed by Bennett Jones Insolvency are as follows:

<b>STAFF GRADE</b>	<b>CHARGE OUT RATE £ PER HOUR FROM 1 January 2017</b>	<b>CHARGE OUT RATE £ PER HOUR TO 31<sup>st</sup> December 2017</b>
Insolvency Practitioner	£350	£350
Director	£275	£275
Senior Manager	£225	£225
Manager	£190	£190
Supervisor	£150	£150
Senior Administrator	£140	£140
Administrator	£110	£110
Junior Case Administrator	£80	£80
Team Support	£70	£70
Cashiers	£115	£115

## **Disbursement Policy**

Bordereau/insurance	Charged at Cost
Case Advertising	As per advertisers / agents invoice
Courier	Charged at cost
IVA registration fee	Charged at cost
Land Registry/Searches	As per Land Registry, agents or Companies House invoice
Postage & Post re-direction	Charged at cost
Photocopying, Printing, Stationery	30p per copy
Travel	Charged at cost for public transport and taxis
Subsistence	Charged at cost
Telephone, Voicemail, SMS	10 p per minute
IVA Software/System Licence	Charged at cost
Legal fees/costs	Charged at cost
Accountancy Services/Statement of Affairs for self-employed	Charged at cost