

# Additional Services

We are committed to helping you grow your business so you can make the most of every opportunity that comes your way. Our aim is to get the cash that you need to you, when you need it. The following extra services are available to help with this.

## Getting cash to you

Same day payment against Debt Schedules or Collections	Subject to a minimum of 2.50% of payment value or £250 whichever is the greater amount
Same day value CHAPS payment	£35
Foreign Currency SWIFT payment (2 days)	£50
Foreign Currency SWIFT payment (express transfer)	£60
Payments to third parties	£275
Payment requests outside normal payment processing hours (in addition to same day CHAPS payment transfer fee of £35)	£200

Standard payment processing hours are between 12.00pm – 2.30pm where payment instructions are received by 12.00pm

When business throws you an unexpected surprise or you need additional funding that allows you to take advantage of a great opportunity, we may be able to make overpayments on your account.

## Additional funding

Agreed overpayment up to 5% above prepayment percentage	Subject to a minimum of 2.75% of payment value or £275 whichever is the greater amount – payable per week or part thereof
Agreed overpayment up to 10% above prepayment percentage	Subject to a minimum of 3.75% of payment value or £375 whichever is the greater amount – payable per week or part thereof
Agreed overpayment over 10% above agreed prepayment percentage or above 90% prepayment	Subject to a minimum of 5.75% of payment value or £575 whichever is the greater amount – payable per week or part thereof
Overpayment exceeding 1 week	By negotiation
Permanent or temporary increase of your funding limit	Subject to a minimum of 2.00% of uplift or £350 per week whichever is the greater amount

It is an unfortunate reality that not all of your customers pay to terms. When required, we can take appropriate legal action on your behalf to reduce the impact on your business, whilst freeing up valuable time to help you stay focused.

## Debtor services

Agency credit check on debtor at your request	£15*
Standard solicitors letter before action	£35
Statutory demand letter before action	£100
Preparation of legal file for debtor litigation	£100
Legal costs relating to debtor litigation	At cost plus 15% administration fee

\*Fees relating to credit checks on overseas debtors will vary according to country – fee will be quoted on request.

We have great relationships with our clients and we look forward to working with you. Please do not break the terms of our agreement, as this may lead to extra fees being charged or possible termination of the agreement. Examples of these are listed below as well as standard fees.

## Fees

Processing of manual debt schedule	Subject to a minimum of 1% of value of schedule or £10 whichever is the greater amount
Debt schedule administration errors	£15
Administration Fee as a result of breach of Invoice Finance agreement	Subject to a minimum of £350
Unauthorised overpayment	Subject to a minimum of 3% of over payment value or £300 whichever is the greater amount – payable per week or part thereof
Cancellation of Audit or visit within 48 hours	£550
Direct banking of monies	£500 plus 1.00% of value per day until full repayment with cleared funds
BACS Recall	£45
Unpaid cheque	£35 – £55
Variation to the term(s) of Invoice Finance agreement (excluding funding limit)	£350

All of the above are referred to as Disbursements, Charges or Extra Services within Section 8 of our invoice finance agreement.

We are committed to working in partnership with you to understand your business better. We are happy to discuss any bespoke needs you may have to help make your business run more smoothly and profitably. Please do not hesitate to contact your Relationship Manager or Client Services Manager to discuss your requirements.



Your Invoice Finance Experts