

SCHEDULE OF FEES FOR PROCESS SERVING

Value Added Tax (VAT) is not applicable.

In the absence of express agreement to the contrary, our [standard terms of business](#) apply to all assignments.

Process serving

Due to Trusted Eye's geographical reach, our process serving rates are calculated according to the number of service attempts and distance from our Cleethorpes office. Geographical distances are measured by road distance (not as the crow flies).

In your instructions, please inform us of the total number of service attempts that you require. Kindly note that we invoice according to the total number of attempts that are instructed rather than the number of visits that we make.

Distance	Maximum number of attempts that are instructed by client		
	Single attempt	Up to 2 attempts	Up to 3 attempts
Up to 10 miles	£60	£75	£90
11 to 20 miles	£75	£90	£105
21 to 30 miles	£90	£105	£120
More than 30 miles	Please contact us for a quotation		

Fees include travel time and expenses. They also include completion of a certificate of service (or of documentation supplied by you) and, if applicable, the preparation, printing, and delivery of appointment letters. Please note that instructions containing requirements for sworn and notarised affidavits incur additional charges.

We accept instructions for document printing (up to size A4 and monochrome only) but apply an additional charge of 10p per single-sided page.

Our fees comprise service upon one named party. Special rates may apply for service upon more than one party in the same locality. Please ask for more information.

SCHEDULE OF LOCALITIES AND APPROXIMATE DISTANCES FOR PROCESS SERVING

This schedule lists localities within 30 miles of Trusted Eye's office in Cleethorpes.

The information is approximate and intended as a guide. Please enquire to confirm fee prior to instruction.

	Towns and villages	Postcode prefix(es)
Up to 10 miles	Grimsby	DN31, DN32, DN33, DN34
	Cleethorpes	DN35
	Holton le Clay, Humberston, Ludborough, Marshchapel, North Coates, North Thoresby	DN36
	Asby cum Fenby, Barnoldby le Beck, Beelsby, Great Coates	DN37
	Healing	DN41
11 to 20 miles	Brigg	DN20
	Barnetby	DN38
	Kirmington, Ulceby	DN39
	Immingham	DN40
	Caistor	LN7
	Market Rasen	LN8
	Horncastle	LN9
	Louth	LN11
	Mablethorpe	LN12
21 to 30 miles	Scunthorpe	DN15, DN16
	Barton upon Humber	DN18
	Barrow upon Humber	DN19
	Elsham	DN20
	Alford	LN13