

WBL Logbook Sheet Template

Name: [REDACTED]	
Learning Outcome and example number e.g. 1.1(1), 1.2(2), 1.2(1) 1.2(2) etc.	Page numbers from portfolio
3.4(1)	128 - 129
Evidence provided and date of evidence e.g. Letter to client dated 01.01.2020 Telephone attendance note dated 01.01.2020	
Email to client dated 8 April 2021	
Explain how the example meets the learning Outcome and how the evidence shows this	
<p>Identify situations in which it was appropriate to consider any alternative courses of action that might be available to your client / service user in dealing with their legal matter: In this matter I had obtained a default judgment on behalf of my client and the Claimant / Part 20 Defendant had failed to pay the Judgment.</p> <p>In order to secure a recovery of the Judgment Debt, there were a number of options available to my client.</p> <p>Evaluate and communicate the options (including the costs, risks and benefits of each option) to the client / service user: I prepared an email to my client outlining the various different options that they had for recovering the Judgment Debt from the Claimant. I set out the costs of each option along with an analysis of the risks and benefits of each option.</p>	
Reflection and evaluation Describe what you learnt from the activity you undertook to meet the Learning Outcome. You may want to complete this section at a later date once you have had time to reflect on your practice and experience.	
It is for clients to decide which course of action to take when dealing with their legal matter, but in order to make an informed decision it is important that they are provided with accurate and comprehensive legal advice which sets out all of the available options, the costs of each available option and also an analysis of the risks and benefits of each option.	
Supervisor's Name Please print the full name of the supervisor that supervised the work referred to above within this logbook sheet and the supporting evidence.	[REDACTED]

[REDACTED]

Sent: 08 April 2021 14:34

To: [REDACTED]

[REDACTED]

[REDACTED]

Attachments: [REDACTED]

Action Required – No Immediate Deadline

Hi [REDACTED]

Action

Please confirm how you would like to proceed in this matter.

Update

Many thanks for your email.

The Claimant has not responded to our letter requiring payment of the judgment debt. Therefore, you may wish to consider enforcement options in this matter.

I set out [REDACTED]'s options below with regards to enforcing the debt:

1. Instruct Court Enforcement Services (CES) to attend the Claimant's property:

[REDACTED] could instruct CES to attend the Claimant's property in an effort to recover the sums due by way of seizing goods/obtaining payment. If CES are successful, their charges will be recovered from the Claimant.

Instructing CES does not guarantee a recovery as there may not be any goods to seize or other occupier(s) may claim that any goods at the property do not belong to her. In such circumstances, CES will have to withdraw their involvement and in addition to the below fees, an abortive fee of £75.00 + VAT will be payable by [REDACTED].

Please note the removal and sale of goods is an outline estimate but this is only likely to be charged if a decision is taken to remove and sell the goods but for some reason no or very little funds are realised (which CES says is rare). There will also be a fee of £66.00 payable for transferring the debt to the High Court.

<i>Fee Stage</i>	<i>Fixed Fee</i>	<i>Percentage fee (regulation 7): percentage of sum to be recovered exceeding £1000</i>
Compliance stage	£75.00	0%
First enforcement stage	£190.00	7.5%
Second enforcement stage	£495.00	0%
Sale or disposal stage	£525.00	7.5%

If this enforcement option fails we can consider alternative enforcement options at that stage. This is also likely to be the cheapest option for [REDACTED]. Our fees for instructing CES and further correspondence are likely to be in the region of £250.00 plus VAT.

