



# Residential Rent Arrears Collection Process

## 01 ▶ Default

Tenant defaults on rental payments.

## 02 ▶ Letter of Demand

The letter is delivered to the Tenant. In addition, the Tenant is contacted telephonically and payment is demanded.

💎 R 450.00 plus VAT | ⌚ ± 14 Days

## 03 ▶ Summons

The Landlord provides instruction to proceed with a Summons, which is drafted and then issued at Court, whereafter it is sent to the Sheriff for service on the Tenant.

Debt between R10,000.00 and R50,000.00  
💎 R 2,200.00 plus VAT

Debt between R50,000.00 and R200,000.00  
💎 R 3,500.00 plus VAT

Debt between R200,000.00 and R400,000.00  
💎 R 4,000.00 plus VAT

Debt over R400,000.00  
💎 R 4,500.00 plus VAT

⌚ Waiting period for Tenants to defend Summons ±14 Days

⌚ For issuing and servicing of Summons ±14 Days

## 04 ▶ Request for Default Judgment

We apply at court for judgment against the Tenant; such judgment is recorded by the credit bureaus.

💎 R 1,000.00 plus VAT  
⌚ ±30 Days (Subject to court backlog)

## 05 ▶ Warrant of Execution

Warrant is issued at Court and sent to the Sheriff authorizing the Sheriff to attach property of the Tenant to sell in execution.

💎 R1,000.00 plus VAT  
⌚ ±3 Days (Subject to court backlog)

If the matter is opposed, the below hourly rates apply:

Director  
💎 R 2,500.00 plus VAT

Senior Associate  
💎 R1,800.00 plus VAT

Associate  
💎 R1,500.00 plus VAT

Candidate Attorney  
💎 R1,000.00 plus VAT

*The above processes and costs are exclusive of all disbursements (i.e. copies, travel, Sheriff's charges, correspondent attorney's charges, Counsel's fees etc.)*