

**V T PRIVATE INVESTIGATIONS
(VTPI)**

WWW.VTPIUK.COM

Process Serving

Process Serving involves personal service of court papers, legal notices, or important documents.

The cost for a process serve can vary depending on location, urgency and simplicity.

The following rates are current as of January 2026 and may increase with time. Firm quotations upon request. Discounts available for bulk serves. These rates apply to most UK serves*

For email instructions

Standard Serves (within 3-5 working days) £105.00 to include up to three attempts and a certificate/statement of service.

Priority serves (within 48 hours) £120.00 to include up to three attempts and a certificate/statement of service.

Urgent same-day serves £135.00 to include the 2nd and 3rd attempt within a 24-hour period if required, and a certificate/statement of service.

Local collection of documents £30.00.

OOH and weekend serves may be subject to an additional charge.

Certificates/Statements of Service usually provided within 24-48 hours.

Affidavit if required £25.00.

Printing costs:

12p per page, over and above 10 pages, for documents sent by email.

20p per page, over and above 10 pages, for physical documents.

* Tolls and road levies and parking charges incurred in the process of executing a serve may be added to our fee, e.g. London Ulez and CC.

Northern Ireland serves may be subject to an additional charge – please ask for a quote.

For International serves, please contact us for a quote. We are connected via the IPI and UKPIN to skilled professional process servers throughout the world.

Please note that we do not personally undertake Legal Aid process serves, but we may be able to locate an agent who can, via our professional IPI or UKPIN networks, members of which are all signatories to the COPI code of ethics and professional conduct.

TRACING SERVICE: We offer a **no-trace no-fee service** for a set price of £225.00 to locate a person to be served.

Our charges are exempt from VAT as we are not vat registered.