

# Probate

## OUR SERVICE

### Price Our Legal Fees

#### Guide

(Please note that our fees attract VAT at the current rate of 20%)

#### Fixed Fee One-Off Advice

General advice and assistance up to 30 mins at our office £95.00

General advice and assistance up to 1 hour at our office £150.00

#### Probate (Small Estate)

Please note that our stated fee ranges below are based on an hourly rate of £200.00 plus VAT and on the following particulars :

- There is a valid Will
- The assets are all in the UK
- The Estate is valued at under £325,000
- There is only one property
- There are no more than 5 bank or building society accounts
- There are no other intangible assets
- There are no more than 2 beneficiaries
- There are no disputes between beneficiaries on division of assets (if disputes arise this is likely to increase costs)
- There is no inheritance tax payable, and the executors do not need to submit a full account to HM Revenue & Customs (HMRC)
- There are no claims made against the Estate

We anticipate that to provide the services of applying for the grant of probate, collecting the assets, and distributing the assets (Full Administration) for a typical case will take from 8 to 15 hours of work. Therefore, we estimate our fee to be from £1,600 plus VAT to £3,000 plus VAT, and so our total estimated fees inclusive of VAT will be between £1,920 and £3,600.

We also offer a 'Grant-only Service' whereby we will apply for and provide you with the grant of probate and you, as executor, will then deal with the collection and distribution of assets. Again, our fee will be based on our hourly rate, and we anticipate that to provide this service for a typical case will take from 6 to 10 hours of work. Therefore, we estimate our fee to be from £1,200 plus VAT to £2,000 plus VAT, and so our total estimated fees inclusive of VAT will be between £1,440 and £2,400.

The exact cost will depend on the individual circumstances of your matter. For example, if the Estate has no property, or if there are only a couple of bank accounts or building society accounts, or if there is only one beneficiary, then our fees will be at the lower end of our fee range. Likewise, if there is a property, 5 bank or building society accounts, and 2 beneficiaries, then our fees will be at the higher end of our fee range.

### Probate (Large Estate)

Please note that our stated fee ranges below are based on an hourly rate of £200.00 plus VAT and on the following particulars :

- There is a valid Will
- The assets are all in the UK
- The Estate is valued at £325,000 or more
- There are a maximum of 3 properties
- There are no more than 10 bank or building society accounts
- There are no more than 5 shareholdings or investments
- There are no other intangible assets
- There are no more than 4 beneficiaries
- There are no disputes between beneficiaries on division of assets (if disputes arise this is likely to increase costs)
- There are no claims made against the Estate

We anticipate that to provide the services of applying for the grant of probate, collecting the assets, and distributing the assets (Full Administration) for a typical case will take from 15 to 20 hours of work. Therefore, we estimate our fee to be from £3,000 plus VAT to £4,000 plus VAT, and so our total estimated fees inclusive of VAT will be between £3,600 and £4,800.

The exact cost will depend on the individual circumstances of your matter. For example, if the Estate has 1 or 2 properties, or a handful of bank accounts or building society accounts, or if there are only 2 or 3 beneficiaries, then our fees will be at the lower end of our fee range. Likewise, if there are 3 properties, 8 to 10 bank or building society accounts, and 3 or 4 beneficiaries, then our fees will be at the higher end of our fee range.

We also offer a 'Grant-only Service' whereby we will apply for and provide you with the grant of probate (including dealing with inheritance tax form submission to HM Revenue & Customs) and you, as executor, will then deal with the collection and distribution of assets. Again, our fee will be based on our hourly rate, and we anticipate that to provide this service for a typical case will take from 10 to 15 hours of work. Therefore, we estimate our fee to be from £2,000 plus VAT to £3,000 plus VAT, and so our total estimated fees inclusive of VAT will be between £2,400 and £3,600.

### Disbursements

(These are costs incurred during the matter that are payable to third-party providers (eg. Probate application fees). We handle the payment of these costs on your behalf to ensure a smoother process. The costs are set by the third-party providers and so may change at a moment's notice. The costs listed below are as of the date of publishing)

Probate Application Fee is £155.00 (no VAT) if the Net Estate is over £5,000 (there is no fee payable if the Net Estate is under £5,000)

Additional Official Copies of the Grant cost £1.50 per copy (no VAT) (we obtain at least 2 or 3 additional copies)

Bankruptcy-only Land Charges Department Searches are £2.00 per beneficiary (No VAT)

Placing a Deceased Estates Notice in The London Gazette costs £99.90 excluding VAT (protects against unexpected claims from unknown creditors and is placed after grant of probate)

Placing a Deceased Estates Notice in a Local Newspaper will typically cost between £100 and £400 (VAT may be applicable) (protects against unexpected claims from unknown creditors and is placed after grant of probate)

### **Potential Additional Costs**

As the exact costs will depend upon the individual circumstances of a matter, there are circumstances when additional fees and costs will be applicable, and these could be significant. These include, but are not limited to, the following :

- Where there is no valid Will
- Where some assets are based overseas
- Where there is more than 1 property (Small Estate) or more than 3 properties (Large Estate)
- Where there are more than 5 bank or building society accounts (Small Estate) or more than 10 bank or building society accounts (Large Estate)
- Where there are any shareholdings or investments (Small Estate) or more than 5 shareholdings or investments (Large Estate)
- Where there are intangible assets
- Where there are more than 2 beneficiaries (Small Estate) or more than 4 beneficiaries (Large Estate)
- Where there are disputes between beneficiaries on division of assets
- Where there is inheritance tax payable, and the executors need to submit a full account to HMRC
- Where there are claims made against the Estate
- Where additional Official Copies of the Grant are needed, they cost £1.50 per copy (no VAT) (usually one required per asset)
- Where any property of the Estate is to be sold or transferred, our conveyancing fees and costs will be applicable
- Where assets need to be traced or there is missing documentation (eg. lost share certificate)
- Where assets need to be professionally valued
- Where Deeds of Variation, Declarations of Trust, or Deeds of Renunciation are required

We will be able to provide you with a more accurate idea as to our likely additional fees and costs after we have been provided with more information concerning your individual circumstances.

**What services are included under the Price Guide?**

For our Fixed Fee One-Off Advice, we will :

- discuss your circumstances and take detailed instructions
- advise you accordingly, including, where applicable, on any rules and regulations, processes and procedures, and the options available to you
- write to you confirming your instructions and our advice given to you

For Probate, we will carry out all the typical work involved, including :

- identifying the legally appointed executors/administrators and beneficiaries
- accurately identifying the type of Probate application you will require
- obtaining the relevant documents required to make the application
- completing the Probate application and the relevant HMRC forms
- submitting the application to the Probate Registry on your behalf
- obtaining the Probate and securely sending two copies to you
- collecting all the assets in the Estate (Full Administration service only)
- distributing all the assets in the Estate (Full Administration service only)

**What services are not included under the Price Guide?**

We do not give advice on any tax implications (eg. Capital Gains Tax or Income Tax) other than Inheritance Tax. We advise you and any beneficiaries to speak to an accountant, a financial adviser, or other appropriate tax law professional.

**Details of Experience and Qualifications of Solicitor**

Ranjo is the solicitor who will work on your matter. She has over 10 years' experience in dealing with Probate cases during which time she has helped clients through the often-complex area of dealing with the financial affairs of a deceased loved one. She is supported in an administrative role by Neal. Please see under 'Our Team' on our Home page for more information.

**Typical Timescale**

For a typical Small Estate case, the time taken from receiving detailed instructions and all documentation to :

- obtaining Probate is between 8 to 16 weeks, and thereafter to
- collecting the assets is between 6 to 10 weeks, and thereafter to
- distributing the assets is between 2 to 6 weeks

Therefore, a typical Small Estate case is concluded between 4 to 8 months (Full Administration) and between 2 to 4 months (Grant-only).

### **Next Step**

For a typical Large Estate case, the time taken from receiving detailed instructions and all documentation to :

- obtaining Probate is between 16 to 28 weeks, and thereafter to
- collecting the assets is between 8 to 12 weeks, and thereafter to
- distributing the assets is between 8 to 12 weeks

Therefore, a typical Large Estate case is concluded between 8 to 12 months (Full Administration) and between 4 to 7 months (Grant-only).

These timescales are estimates as the actual length of time to conclude the case will depend upon the individual circumstances involved and the timely cooperation of third parties (eg. Probate Registry, HMRC, HM Land Registry, various persons/companies/organisations holding assets on behalf of the deceased, etc...).

If you would like to instruct us, then please either telephone us on 020 8591 6500 or email us ([crimsonphoenix@btconnect.com](mailto:crimsonphoenix@btconnect.com)) and we will arrange an appointment for you to come and see us.