



# Probate

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## Pricing Information

Our professional costs for acting in the administration of an estate will depend upon the specific circumstances and the level of assistance required. We have provided you with some examples of our bespoke service offerings along with indicative costs.

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**Probate (if a person dies with a will) or administration (if a person dies without a will) are the terms commonly used to describe the legal process of obtaining the right for the personal representative (the executors if there is a will or the administrators if there is no will) to manage a deceased person's estate.**

Probate can also be referred to as administering an estate and we have an experienced estate administration team who are skilled in all matters relating to this area of law.

We appreciate it can be a particularly difficult time following a bereavement, so whatever the size of the estate, whatever type of assets form part of the estate and whether the deceased died intestate or has a will or trusts that need to be administered, our experienced specialists can help.

## Grant only service

Our grant only service can be a cost effective way to obtain a Grant of Probate or Grant of Letters of Administration where there is no inheritance tax payable. Using this service, we will draft the required application to the court to obtain the grant using information provided by the executors or family.

Any application for a grant has to be accompanied by the appropriate inheritance tax form showing the assets of the estate. Once the grant has been issued by the court, the personal representatives will be responsible for dealing with the administration and distribution of the estate.

## Our fees

- Where a simplified inheritance form (IHT205) is submitted £950 + VAT
- Where a full inheritance form (IHT400) is submitted £1,450 + VAT

### Timescales

Where an IHT205 is submitted the typical timescale involved in providing a grant only service is 4 weeks from receipt of all required information. Where an IHT400 is required, the time taken for the grant to be issued can take up to 8 weeks due to the need to engage with HM Revenue & Customs.

## Full estate administration service

Our full estate administration service will provide you with expertise throughout the entire estate administration process. This could include some or all of the following:

- meeting the personal representatives and family, if required, to answer any initial questions, collect the paperwork and to discuss any issues in relation to the estate
- making the funeral arrangements and death registration (if required)
- identifying anyone named in the will or advise on entitlements under the laws of intestacy
- identifying, getting values for and securing assets of the estate and identifying liabilities
- drawing up all relevant legal documents and applying for the grant of probate or letters of administration on behalf of the personal representatives
- filling out and submitting all inheritance tax papers
- liaising with the personal representatives and beneficiaries in respect of selling, transferring and collecting in assets and settling outstanding debts
- settling all income and capital gains tax affairs on behalf of the deceased
- obtaining all necessary tax clearances • creating a full estate account, clearly documenting all transactions taking place within the administration process
- engaging with the personal representatives at every stage of the process and keeping the beneficiaries informed as appropriate

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Our fees for this service will vary depending on the terms of the will, the size and complexity of the estate and the type of assets involved. However the following is given as a guide to indicative costs:

## Our fees

- Full estate administration service will typically start from: £3,000 - £5,000 + VAT  
(for a fairly straightforward estate\*)

\*We would regard a straightforward estate as one that may have a property to sell or transfer, a range of bank and building society accounts and quoted stock and shares. All of the beneficiaries named under the terms of the Will would be known or if there wasn't a Will, then the intestate beneficiaries would be easily identifiable.

We define a complex estate administration as one that may involve a business or a farm, overseas assets, taxation issues, potential disputes over who is entitled to the estate, claims against the estate, difficulties in interpreting the terms of a Will or identifying those entitled under the laws of intestacy. Given the uniqueness of how these issues may impact on the administration of an estate it is not possible to provide a guide as to the range of our fees. Before undertaking any work, we will meet with the personal representatives to discuss the estate. We will then give a tailored fee estimate – which is a range of costs that we believe we may incur when dealing with the estate. We will also provide details of any likely disbursements (additional costs to be incurred), such as probate court fees.

### Timescales

Timescales for a full estate administration service are dependent on numerous and varied factors, however an average timescale would be in the region of 6-12 months. Obtaining the grant typically takes around 6-8 weeks from instruction and the collection of any assets around 4 weeks after the issue of the grant.

## Hybrid service

We would also be able to provide a combination of the two scenarios outlined above based on the circumstances and requirements of each situation.

Due to the individual nature of such an approach we are unable to provide an indication of costs here, however we would welcome the opportunity to discuss your requirements with you after which we would be able to give you a clear indication of the costs and timescales involved.