

We believe that when dealing with life's problems or when making important decisions you should deal with an experienced Solicitor that you can get to know and trust. We do not employ support staff or trainees to deal with your important affairs, especially at such a difficult time.

We strive to provide a quality of legal service not normally found outside larger city practices.

Clients can expect prompt, efficient, tailor-made personal attention by qualified and experienced solicitors. This level of attention and quality is appreciated by our many returning clients who value our service. If you're just looking for the cheapest then you've come to the wrong place!

Our regulators require us to publish information about our fees and services for administering a deceased person's estate (also called "Probate").

Our fees in the administration of an estate

We can help you through the difficult process of dealing with the administration of an estate by obtaining the Grant of Probate (or Administration) on your behalf and deal with all related issues, including Inheritance Tax. We will handle the full process for you.

The exact cost depends on the individual circumstances of the matter. Every estate is different and our fees vary depending on individual factors. For example, if there is a Will, one beneficiary and no property, costs will be at the lowest end of the range. If there are multiple beneficiaries, no will, a property and multiple bank accounts, costs will be at the higher end.

Our fees are calculated by reference to the time spent dealing with your matter. Our Solicitor's current hourly rate is £285 plus VAT (currently at 20%).

The following estimate is for handling the full process where:

- There is a valid will
- There is no more than one property
- There are no more than three bank or building society accounts
- There are no other intangible assets
- There are 2 –5 beneficiaries
- There are no disputes between beneficiaries on division of assets. If disputes arise this is likely to lead to an increase in costs
- There is no Inheritance Tax payable and the executors do not need to submit a full account to HMRC
- There are no claims made against the estate
- All assets are UK based

The cost of administering an estate based on the above factors can take between 5 and 15 hours work at £285 (plus Vat at 20%) per hour. As a guide, the costs based on "time spent" would be between £1,425 and £4,275 and the "Value Element" (see below) and VAT (at 20%) and disbursements.

The "Value Element" is charged in addition to "time spent" and is set at 1.25% of the gross value of the estate where we are not acting as Executors and 1.75% where we are the appointed Executors of the Will.

Disbursements are payments related to your matter payable to third parties, such as court fees. We handle the payment of the disbursements on your behalf.

Disbursements usually payable in addition to the estimated costs are:

- Probate application fee (currently at) £273 plus £1.50 per sealed copy (no VAT)
- Swearing fees (per Personal Representative) - £5 per document plus £2.00 per exhibit (no VAT)
- Bankruptcy searches (£2 per beneficiary)
- Statutory Notices in The London Gazette and local newspaper – (protects against unexpected claims) - approximately £350 plus VAT
- Fees are sometimes payable to Surveyors, Stockbrokers, jewellers, house clearance companies (for valuation of assets and other services)

Potential additional costs

We cannot give an accurate cost estimate until we have full information about the estate. Please therefore contact us to discuss your requirements and one of our Solicitors will be able to give you a more accurate estimate.

If there is no will or if the estate consists of any shareholdings (stocks and bonds), business or agricultural assets, additional costs are likely that could range significantly depending on the estate and how it is to be dealt with. We can give you a more accurate estimate once we have more information.

Dealing with the sale or transfer of any property in the estate is not included in the above estimate.

You may require advice on other issues arising from your bereavement such as:

- Inheritance Tax
- transferring property from the estate to a beneficiary,
- varying the Will (or the intestacy provisions) by a Deed of Variation
- setting up a Trust or managing a Trust created in the Will,
- dealing with Tax Returns to the date of death and administration period

Dealing with such issues is not included in the estimated cost and we will provide you with details of the estimated cost as required.

How long will this take?

On average, estates falling within this range are finished within 3 – 12 months. Typically, collecting details of the estate and valuing the assets takes 4 – 6 weeks after we are instructed. The Grant of Probate is issued by HM Courts & Tribunals Service which currently takes 16 weeks (or more) to deal with such applications. Collecting assets then follows, which can take between 3 – 5

weeks. Full completion of winding up after death can be up to 12 months.

We offer a fully bilingual (Welsh/English) service to our clients.

As part of our fee we will:

- Provide you with a dedicated and experienced probate solicitor to work on your matter
- Identify the legally appointed executors or administrators (also called "Personal Representatives") and beneficiaries
- Advise the Personal Representatives as to their legal duties and obligations
- Accurately identify the type of Probate application you will require
- Obtain the relevant documents required to make the application
- Complete the Probate Application and the relevant HMRC forms
- Draft a legal Oath for you to swear
- Make the application to the Probate Court on your behalf
- Obtain the Probate and securely send a copy to you
- Collect and distribute all assets in the estate

Who will be dealing with your matter?

Your matter will be dealt with by Dylan R Moore or Eleri Jones – click on the "Solicitors" link for full details.