

## Costs information on probate matters

### Introduction

All probate matters are dealt with by our team of experienced solicitors and trusts and estates practitioners, headed by Wayne Perrin. You can find out more information about the members of our Probate and Estate Management team from [this page](#).

We do not carry out work on fixed fee basis. We will charge for work based on the time spent working for you and the hourly rate of the person(s) carrying out the work. Our hourly rates currently range from £185 to £425 plus VAT at 20%.

Before we start work for you, we will provide a tailored estimate based on your needs and the exact circumstances of the estate. We do this because all estates and probate matters are different, and our costs will vary from one estate to another, depending on the exact circumstances.

### What will we do?

If we act for you in connection with the administration of an estate, the work we will carry out for you will usually include:

- Ascertaining the assets and liabilities of the estate including gifts made by the deceased during their lifetime;
- Ascertaining the inheritance tax liability, advising on any reliefs and exemptions that may apply, and organising the payment of inheritance tax to HMRC;
- Investigating and ascertaining other potential tax liabilities (both incurred before death and during the course of the estate administration)
- Preparing the necessary papers to apply for the grant of representation (“probate”);
- Arranging for statutory notices to be placed where required by the personal representatives; and
- Collecting in and organising the distribution of the estate and paying debts and liabilities including funeral expenses and taxes.

We will not usually advise you in connection with the following (and our costs estimate below assumes we are not giving you advice in relation to these matters) as they do not form part of the estate:

- Trusts arising from the estate.
- Trusts of which the deceased was a beneficiary.
- Pensions, life policies or similar paying benefits that do not pay to the estate.

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- Assets held outside England and Wales.
- Care fees paid during the lifetime of the deceased.

We can provide advice on these matters, separately from dealing with the estate.

We are always happy to discuss our advice with you and tailor the advice we provide to your specific requirements.

#### What will it cost?

Typically, our fees for the work set out above are between £6,175 and £11,655 (plus VAT of £1,235 - £2,331).

Those fees are based on the following assumptions:

- All assets are situated in the UK;
- There is a valid will, and there is only one will and two executors who take the grant;
- There are no disputes between beneficiaries on how assets should be divided, and there are no claims against the estate;
- There are no more than four beneficiaries including legatees and all beneficiaries are adult and resident in the UK;
- There is no more than one property;
- Any shareholdings are held by a broker in the broker's nominee name;
- Cash assets are held in no more than four accounts at different banks or building societies;
- The value of the estate is below the available nil rate bands; and
- There are no professional executors (e.g. solicitors or accountants).

The fees above are only a guide to what our fees may be. We will be able to provide you with a more accurate estimate of our costs once we have established the full extent of the estate and identified any potential areas that may require particular investigation.

In addition to our fees other costs may be incurred by us during the course of administration that will be met from the estate. These are set out below together with the typical costs associated with them

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Cost/Expense	Price	VAT	Typical Cost (including VAT where applicable)
HM Courts and Tribunals Service probate application fee	Basic £300 Additional £16 (plus VAT) for every copy required.	VAT on office copies only	Typically £415 - £492 depending on the number of copies required
Statutory advertising (where undertaken)	Basic £185	Plus VAT	Typically £220 to £270
Bankruptcy search fees (where undertaken) – UK resident beneficiaries	£2 per name	Plus VAT	Typically £12 depending on the number of beneficiaries and number of distributions
Bankruptcy search fees (where undertaken) – non-UK resident beneficiaries	£100 per name	Plus VAT	Typically £200 to £400 depending on the number of beneficiaries, their geographical location, and the number of distributions
Bank transfer fees (where applicable)	£30 per transaction	Plus VAT	Typically £216 depending on the and number of distributions
Identification Fees (beneficiaries)	£50 per individual	Plus VAT	Typically £360 depending on the number of beneficiaries/legatees.

You may also incur other third-party costs (e.g. funeral expenses, death certificates etc.). Whilst these are usually payable from the estate of the deceased they are not included above as they are not generally incurred by us.

Finally, **Client due diligence**: identifying you is a legal and regulatory obligation we must discharge when we accept you as a client. Before we start work for you, we will provide you with details of the possible options we can use to establish your identity, and the potential costs included in the tailored fees estimate referred to above. The minimum charge will be £50 + VAT per person.

How long will this take?

Typically, where the assumptions set out above apply, it will take between 8 and 24 months to complete the administration of the estate.

We will be able to give you a better idea of how long it will take to administer the estate once we have more details, and as the matter starts to progress.

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### Further information

If you would like more information about our services, our costs and the timescales involved, please contact Martine Swaep ([martineswaep@greene-greene.com](mailto:martineswaep@greene-greene.com)) or 01284 717458, or any of our Probate & Estate Management team via [this page](#), to discuss your matter further.