

# **& Hook** PARTNERS SOLICITORS

**Pricing Guide for**

**PROBATE FEES**

# PROBATE FEES

## Fixed Fee for applying for Grant of Probate only:

If you only require us to obtain a Grant of Probate and the total value of the estate falls below the threshold for inheritance tax, we are pleased to offer our clients a **fixed cost fee** for obtaining a Grant of Probate of only **£877.00** plus VAT of **£175.40** (total **£1,052.40**)

However, if the matter is a taxable estate then the fixed cost will increase. The increase will depend on the size of the estate and the amount of tax for which it will be liable. Please contact us to discuss this further.

## Disbursements

Disbursements are costs related to your matter that are payable to third parties, such as Probate application fees, bankruptcy searches, statutory notices, etc. We handle the payment of the disbursements on your behalf to ensure a smoother process. Disbursements included in this fee:

The likely disbursements on the administration of an Estate include:

- Probate application fee of **£273.00** plus **£1.50** per additional copy (there is no VAT to pay on this sum).
- Anti Money Laundering Checks of **£7.20** per individual that needs to be checked (which breaks down as a **£6.00** non-VAT element, and a further **£1.00** plus VAT of **£0.20**).
- Bankruptcy only Land Charges Department searches (**£3.20** per beneficiary – which breaks down as a **£2.00** non-VAT element, and a further **£1.00** plus VAT of **£0.20**)

As part of our fixed fee we will:

- Provide you with a dedicated and experienced Probate fee earner to work on your matter
- Identify the legally appointed Executors or Administrators and Beneficiaries
- 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 Statement
- Make the application to the Probate Court on your behalf
- Obtain the Probate and securely send to you the agreed number of copies

Typically, obtaining the grant of probate takes 3-6 weeks (depending on the Court). However please note that the Court has recently been suffering significant delays and so presently it is taking up to 16 weeks to obtain a Grant of Probate.

### **Full Administration of the Estate:**

Where we are instructed to deal with the complete administration of the estate (all the work required to collect in assets, pay debts and disbursements, pay beneficiaries etc) our fees are based on our hourly rates.

Our hourly rates vary depending upon the experience of the person working on your file (e.g. whether they are a paralegal, trainee solicitor, assistant solicitor, associate solicitor or partner). The range of our hourly rates is between **£165.00** to **£300.00** plus VAT at **20%** (so **£33.00** to **£60.00**) to total **£188.00** to **£360.00** per hour.

As an example; in a case

- taking between 5 and 7 hours at **£210.00** per hour plus VAT of **£42.00 per hour** (total **£253.00 per hour**)
- which is a small average estate
- handled by a qualified solicitor

the cost estimated for our fees would be between £630.00 - £1,470.00 plus VAT of £126.00 - £294.00.

This would be a **total cost** of **£756.00** to **£1,764.00** including VAT.

**Please note:** The **exact cost** will depend on the individual circumstance of the matter.

For example, if there is one beneficiary and no Property to sell, costs will be at the lower end of the range. If there are multiple beneficiaries, a property

to sell and multiple bank accounts, costs will be at the higher end. We will handle the full process for you.

This quote is for estates where:

- There is a valid Will
- There is no more than 1 property
- All assets are UK-based
- There is no more than 4 bank or building society accounts.
- There are no other intangible assets.
- There are 1-4 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.
- The tax return for administration period can be completed on an informal basis, or is not required, because it falls within the interim measure exception granted by HMRC.

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The likely disbursements on the administration of an Estate include:

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- Bankruptcy only Land Charges Department searches (**£3.20** per beneficiary – which breaks down as a **£2.00** non-VAT element, and a further **£1.00** plus VAT of **£0.20**)

- Post in The London Gazette which protects against unexpected claims from unknown creditors **£68.50** plus VAT at **£13.70** (total **£82.20**).
- Post in a Local Newspaper which also helps to protect against unexpected claims which can cost between £100.00 - £150.00 plus VAT of £20.00 - £30.00 (total **£120.00 - £180.00**).

### Potential additional costs

- If there is no will or the estate consists of any share holdings (stocks and bonds) there is likely to be additional costs that could range significantly depending on the estate and
- How it is to be dealt with. We can give you a more accurate quote once we have more information.
- If any additional copies of the Grant are required, they will cost **£1.50** (1 per asset usually).
- Dealing with the sale or transfer of any property in the estate is not included in the Probate estimate and are dealt with separately by our Residential Conveyancing team.
- A value element:
  - If **Hook & Partners** are **not** an executor, this will normally be **0.5%** of the value of the deceased's real property (**0.25%** where the deceased's real property is jointly owned) and **1%** of the value of the rest of the estate.
  - Where **Hook & Partners** are an executor, this will normally be **0.75%** of the value of the deceased's real property (**0.375%** where the deceased's real property is jointly owned) and **1.5%** of the value of the rest of the estate.

### How long with my matter take?

On average, estates that are not unduly complicated are dealt with within 6-12 months. However there are many potential areas (often outside of our control) that can provide delays.

Typically, obtaining the grant of probate takes 3-6 weeks (depending on the Court). However please note that the Court has recently been suffering

significant delays and so presently it is taking up to 16 weeks to obtain a Grant of Probate.

Collecting assets then follows, which can take between 16-20 weeks. Once this has been done, we can distribute the assets, which normally takes 1-2 weeks.

### **What does the Service Include?**

As part of our fee for obtaining the Grant of Probate and administering the estate we will:

- Provide you with a dedicated and experienced fee earner to work on your matter.
- Identify the legally appointed executors or administrators.
- 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.
- Make the application to the Probate Court on your behalf.
- Obtain the Grant of Probate (and securely send two copies to you).
- Collect and distribute all assets in the estate.

Should you have any concerns regarding our fees and whether they differ to your matter, then please do not hesitate to contact us to discuss the above further.

### **VAT:**

**Please note that where it is stated that VAT is applicable to a fee or disbursement, it will be charged at the relevant rate set by Law, which is (at the time of publication) 20%**

**If no VAT is shown, the Fee or Disbursement does not attract a VAT charge.**

## Probate Team and Experience:

<b>NAME</b>	<b>POSITION</b>	<b>QUALIFICATION</b>	<b>EXPERIENCE</b>
David John Hook	Senior Partner	Solicitor of the Senior Courts Admitted 01.12.1973	40+ years of Probate experience
Sacha Huckle	Probate Manager	Paralegal	6+ years of Probate experience