

When a person passes away, it can often be a very distressing time. SA Law's sympathetic and practical help will guide you through the probate and estate administration process. We can handle all the necessary legal and financial requirements of collecting and distributing assets after paying off any outstanding debts. The amount you pay includes the fee for our work and any necessary payments we will make to third parties on your behalf, which are associated with probate applications and estate administration.

Probate requires a personalised quote because of the varying amount of work based on the circumstances. This is why all our fees are estimations and we advise you to call us for your bespoke quote.

Two key factors are whether you require us to undertake just the probate application, or if you need us to carry out further work, such as paying bills and legacies and notifying third parties. Our fee will also be slightly more if the estate is subject to an Inheritance Tax payment. To find out if the Inheritance Tax applies, we recommend reading the <u>HMRC Bereavement Guide</u>.

An initial conversation with one of our experts gives us an opportunity to ask the right questions. To discuss your situation in complete confidence, call our St Albans office on 01727 798000.

We also offer services for Wills and Trusts amongst our Probate department. <u>Take a look at our service page for</u> <u>more information</u>.

As part of our fee and in accordance with your instructions in a probate matter we will:

- Provide you with an experienced probate solicitor to work on your matter.
- Identify the legally appointed executors or administrators and beneficiaries.
- 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 for you to sign.
- Make the application to the Probate Court on your behalf.
- Obtain the Probate and produce copies as required.
- Collect and distribute all assets in the estate and settle liabilities in accordance with your instructions.

Other work may be necessary depending on the precise circumstances of the matter and you will be advised of this and the estimated costs at the appropriate time.



OUR FEES AND THE WORK UNDERTAKEN

To give you an indication of likely costs, the table below provides fee ranges based on typical situations and complexity. Bear in mind that, unlike many banks and other solicitors, SA Law does not believe in charging fees based on the value of the estate.

Our fixed free price will not change if there is more than one bank or building society account and is not affected by the number of beneficiaries.

| For Non-Taxable Estates | | |
|--|-------------------------------|--|
| To obtain a Grant | £800 - £5,000 + VAT at 20% | |
| Where there is a non-taxable estate whether or not | | |
| there is a Will, our prices would range between | | |
| To obtain a Grant and deal with administration of the | £2,500 - £10,000 + VAT at 20% | |
| estate | plus disbursements | |
| Where we are required to obtain the Grant to deal with | | |
| getting in assets, paying bills, notifying third parties, | | |
| paying legacies, placing advertisements etc. Where no | | |
| inheritance tax is payable our prices would range | | |
| between: | | |
| For a Taxable Estate | | |
| To obtain a Grant for a taxable estate | £2,000 - £10,000 + VAT at 20% | |
| Where there is a taxable estate including handling | plus disbursements | |
| inheritance tax but not any other taxes, our prices | | |
| would range between: | | |
| To obtain a Grant and deal with administration of the | £5,000 - £20,000 + VAT at 20% | |
| estate | Plus disbursements | |
| Where we are required to obtain the Grant, including | | |
| handling inheritance tax, getting in assets, paying bills, | | |
| notifying third parties, paying legacies and placing | | |
| advertisements then our prices would range between | | |

Factors that can affect the complexity of the case and legal costs include the number of beneficiaries and if the deceased owned more than one property. For example, if there is one beneficiary and no property, costs will be at the lower end of our fee range. If there are multiple beneficiaries, a property and multiple bank accounts, this will be at the higher end of our range.

We can also help if you need to sell a property. Learn more about our residential conveyancing service.



Disbursements

Disbursements are costs related to your matter that are payable to third parties, such as court fees. We handle the payment of the disbursements on your behalf to ensure a smoother process. This includes the following:

| Disbursement | Fees |
|---|---|
| Probate Registry fee | £155.00 |
| Additional copies of the Grant of Probate | 50p per additional copy |
| Oath fee where there is a Will | £7 per executor |
| Oath fee if no Will has been prepared | £5 per administrator |
| Land charges and searches in bankruptcy situations | £2 per name searched |
| Advertisements in the London Gazette and the local | £200 to £300 + VAT at 20% per advertisement |
| newspaper to protect against unexpected claims from | depending on the publication |
| unknown creditors | |

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.
- Dealing with the sale or transfer of any property in the estate is not included. We can advise you on the costs of conveyancing with our colleagues in <u>SA Law's Real Estate team</u>.

HOW LONG WILL IT TAKE?

The table below gives an indication of how long it can take to obtain the Grant of Probate and handle any administrative aspects. These timescales are approximate and often depend on timely responses from HMRC and the Department for Work and Pensions.

| Obtaining a Grant for a non-taxable estate | 3 to 6 months |
|---|----------------------|
| Obtaining Grant for a taxable estate and dealing with | 9 months to 2 years |
| HMRC | |
| Obtaining Grant and collecting assets in respect of a | 6 to 12 months |
| non-taxable estate | |
| Obtaining a Grant and collecting assets for a taxable | 18 months to 3 years |
| estate including finalising inheritance tax | |

WHO WILL UNDERTAKE THE WORK?

SA Law's probate and estate administration services are undertaken by Catherine Robson.



CATHERINE ROBSON Solicitor Catherine.Robson@salaw.com 01727 7980026

