

Costs and Service Information

Uncontested Probate (with all assets in the UK)

Prices

Please note that there will be two elements to the prices as set out below:

1. Fees charged by TFG; and
2. Fees payable to third parties.

Please ensure that you consider both parts to our price information.

Fees charged by TFG

Fee	Actual	Average	VAT	Total
Legal fee *		£2625.00	£525.00	£3150.00
Bank telegraphic transfer fee (per transfer)	£30.00		£6.00	£36.00
Value fee**		1-1.5% gross estate		
			SUBTOTAL	£3186 + % value element

Fees payable to **third parties** ('Disbursements')

Fee	Actual	Average	Range	VAT	Total
Probate fee	£155.00			£0.00	£155.00
Sealed copies		£1.50		£0.00	£6.00
Bankruptcy searches (per person)	£2.00			£2.00	£2.00
Post in a Local Newspaper <i>(required only when trying to trace a beneficiary)</i>		£250.00		£0.00	£250.00
				SUBTOTAL	£413.00

* basis of charging = hourly rate of £175 per hour. Estates take on average 15 hours.

** basis of charging = 1-1.5% gross estate

Lay person acting as Executor: 1.0% of the gross estate less property or land, plus 0.5% of the property or land.

Solicitor as Executor: 1.5% of the gross estate less property or land, plus 0.5% of property or land.

Where a property in the estate needs to be sold or transferred we would not charge an additional fee for carrying out the required conveyancing work.

This quote is based on an estate where:

- There is a valid will.
- There is no more than one property.
- There are no more than 4 bank or building society accounts.
- There are no other tangible assets.
- There are no more than 5 beneficiaries.
- There are no disputes between beneficiaries on division of assets.
- 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.

Work included and key stages

Our fees include obtaining the grant of probate, collecting assets and distributing them. The precise work and stages involved in a probate matter vary according to the circumstances. However, we have set out the key stages involved in a typical probate matter:

- Take your instructions and give you initial advice.
- Identify the legally appointed executors or administrators and beneficiaries.
- Establish the extent of the estate by identifying the various assets and liabilities.
- Identify the type of probate application required.
- Preparation of HMRC Form IHT 205 (return of Estate Information Form)
- The application for Grant of Probate is prepared and submitted to the appropriate Probate Registry together with the Will, if there is one.
- Once the Grant is received, it is submitted to the various organisations with whom assets are held in order to start the process of transferring the assets into the beneficiaries' names.
- All estate liabilities have to be paid before the estate can be distributed among the beneficiaries;
- Confirmation is required that tax is paid up to date and there are no outstanding HMRC claims;
- Estate accounts should be prepared thereafter, and the estate distributed in accordance with the terms of the Will.

Services excluded

Our service will **not** include any of the following:

- Any contested probate matters or advice on the same.
- Advice on tax or other accounting matters.
- Advice on assets held outside of the UK.
- Dealing with the sale or transfer of any property in the estate.

Approximate/ average timescales

On average, estates that fall within this quote range are dealt with within **3-9** months.

Typically, obtaining the grant of probate takes **4-8** weeks.

Collecting assets then follows, which can take between **4-6** weeks.

Once this has been done, we can distribute the assets, which normally takes **2-4** weeks.

Factors that could increase costs

In some circumstances we may increase our fees to account for additional time, work or skill required to meet your instructions. In these circumstances the additional work required will be charged at the firm's hourly rate of £175.00 per hour. Any additional costs will be discussed in full and confirmed in writing before they are incurred. Examples include:

- 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.
- Dealing with any beneficiaries who live abroad.

Qualifications and experience of our team

Probate matters are dealt with by Philip Shepherd

Regardless of who works on your matter, they will be supervised by Suzanne Todd