

## Costs and Service Information

### Grant of Probate – no administration/distribution

#### 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	VAT	Total
Legal fee *	£450.00	£90.00	£540.00
<b>SUBTOTAL</b>			<b>£540.00</b>

\* basis of charging = fixed fee

This quote is based on the following:

- There is a valid will
- The executors provide us with all relevant information required to complete and submit the application

#### 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
Post in a Local Newspaper <i>(required only when trying to trace a beneficiary)</i>		£250.00		£0.00	£250.00
				<b>SUBTOTAL</b>	<b>£411</b>

**ESTIMATED TOTAL FEES**      **£951**

## Work included and key stages

The precise work and stages involved can vary according to the circumstances. However, we have set out the key stages involved in a typical probate application matter:

- Take your instructions and give you initial advice.
- Identify the legally appointed executors or administrators and beneficiaries.
- 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 then sworn by the executor and submitted to the appropriate Probate Registry together with the Will, if there is one.
- Once the Grant is received, it is provided to the client who will then collect, administer and distribute the estate.

## Services excluded

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

- Collecting or distributing the assets.
- Preparing Estate Accounts.
- 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, it would take approximately 1-2 months to be ready to apply for the grant.

Typically, obtaining for a grant of probate once the actual application has been submitted takes 4-8 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. 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.

- If any additional copies of the grant are required.
- If you would like to instruct us to deal the estate administration.

### **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