



Probate and Administration of Estates

Range of Costs

We provide below information regarding our fees and services in relation to uncontested Probate cases where all the assets are in the UK.

Every Estate is different, and our fees will reflect individual circumstances of each particular Estate. Our fees will reflect the nature of the Estate and its complexity. As a result, we cannot give you a firm estimate of our fees until we have further information from you. The exact cost in dealing with the Estate which will include applying for the Grant, collecting, and distributing the assets will depend upon the individual circumstances of the matter. For example, if there is one beneficiary and no property, costs will be at the lower end of the range. If there are multiple beneficiaries, a property and multiple bank accounts, costs will be at the higher end.

Fees

Our fees are calculated at an hourly rate, the rate dependent upon the qualifications and experience of the person who is dealing with your matter. Our solicitors rate currently starts at £242/hour plus VAT @20% with trainee solicitors at £139/hour plus VAT 20%.

We also charge a value element of 1% plus of the net value of the estate.

We do not always charge the value element. In making a decision, we will consider the circumstances of each case and make an assessment of the risk.

Disbursements

Disbursements are costs related to your matter that are payable to third parties. These are in addition to our fees. We handle the payment of disbursements on your behalf to ensure a smoother process.

Disbursements that usually apply in the Administration of Estates are Probate application fee which is currently £300.00 plus £16.00 per additional copy of the grant.

Inheritance Tax

This tax may be payable on the estate. We cannot give you an estimate as the amount is dependant on the particular estate. You may wish to access the link to the HMRC on line tax calculator for further information: www.gov.uk/guidance/hmrc-tools-and-calculators

Potential Additional Costs

1. If the Estate consists of any shareholdings (stock and bonds) there may be additional costs to transfer or sell the shareholding.
2. Additional services that are not included in the estimate fee may be required. Should this happen then we will discuss this with you. Examples of additional services include: -
 - i. Selling or transferring property.
 - ii. Advertising for unknown beneficiaries
 - iii. Advertising for creditors of the estate
 - iv. Preparing tax returns
 - v. Advising on/creating, managing any ongoing Trusts.
 - vi. Deeds of Variation (used to vary the terms of a Will or Intestacy).
 - vii. Undertaking searches i.e. Bankruptcy search

Factors that affect the work necessary and the cost in the Administration of an Estate.

Every Estate is different so we would consider each individual matter before we confirm an estimate. Below are some of the factors that will be taken into consideration (it is possible there will also be other factors which we will endeavour to discuss with you).

- Where there is a valid Will.
- Who are the personal representatives? Can we easily identify them?
- The value of the Estate.
- Is the Estate subject to Inheritance Tax?
- Are there any available reliefs to Inheritance Tax?
- Does the Estate include agricultural property?
- Does the Estate include business assets?
- The number, type and location of bank accounts.
- The number of other investments.
- The number of beneficiaries and their ages (particularly relevant if there are beneficiaries who are under the age of 18).
- Were there any disputes between beneficiaries?
- Where there are any ongoing Trusts or other Estates to consider in relation to the Estate being administered.
- The complexity of the administration.
- Services to be provided.

How long will your Matter Take.

This is difficult to estimate without knowing more about an individual Estate. The timescale for administering will vary depending on the complexity of the Estate and availability of information and cooperation of all parties involved. An Estate which is not subject to Inheritance Tax will generally be administered in a shorter time period than an estate which has a liability for inheritance tax.

We would be hopeful to be in a position to apply for a grant of representation within 2-6 months of receipt of instructions, should inheritance tax not be due. At present H M Courts and Tribunals Service (HMCTS) take 16 weeks to process an on-line grant application. Paper applications which must be completed in certain situations, take longer. Should H M Courts and Tribunals Service place a stop on the application the timescale will considerably increase.

Upon the granting of representation, we would need to collect the assets can take between 3 – 8 weeks. However, attending to shareholdings and property will take longer. Upon release of assets an administrative account will be prepared for approval by the executor/administrator and then the estate will be distributed.

Work involved in the administration of an Estate.

We set out below the type of services that we would expect to be included in the Administration of an Estate. Each Estate will be unique, and we will confirm with you the service that will be provided in writing: -

- We will provide you with a dedicated and appropriately experienced member of our team who will be your main point of contact.
- Meet with you to take your instructions and give initial advice.
- Identify whether there is a Will.
- Identify the legally appointed executors and beneficiaries.
- Explain and identify administrators and beneficiaries when there is no Will.
- Advise the executors and administrators of their duties and responsibilities.
- Ascertain whether the Estate is subject to Inheritance Tax.
- Consider whether any reliefs from Inheritance Tax should be applied for and advise you about those reliefs.
- Advise you on the type of Grant application required and the process involved.
- Complete the Grant application and HM Revenue & Customs forms.
- Draft the Legal Statement.
- Make the application to the HMCTS on your behalf.
- Arrange for payment of Inheritance Tax from the Estate.
- Obtain Grant and send you copies.
- Collect in and distribute all the assets in the Estate.
- Prepare administration accounts.

RGRL Private Client Team

Our Private Client team deal with the Administration of Estates is headed by Manon Roberts a Director and Solicitor and other members of our Private Client team have been listed below: -

Manon Roberts	Director and solicitor
Huw Redvers Jones	Director and solicitor
Huw Griffiths	Director and solicitor
Catrin Gwyn	Solicitor
Alaw Lloyd-Jones	Trainee solicitor
Llio Humphreys	Trainee solicitor
Erin Lewis	Trainee solicitor