**PROFESSIONAL CHARGES from 21 May 2022**

**Ad hoc meeting on the areas of law we cover £125 plus VAT except Inheritance tax advice and situations where a person has died when our hourly rate applies**

# WILLS

|  |  |  |
| --- | --- | --- |
|  Simple Will  |   | £300 plus VAT  |
|  Simple Mirror Wills  |   | £400 plus VAT  |
|  Single Complex Will (Life Interest Will)  |   | £450 plus VAT  |
| Complex Wills (Life Interest Wills) starting from  |   | £700 plus VAT  |
| Additional Tax Planning plus VAT  **LASTING POWERS OF ATTORNEY**  |   | £285 an hour  |
| Drafting each Lasting Power of Attorney (Health and Welfare and Property and Finance)  |   | £257.5 plus VAT  |

(Home visits – additional to the drafting fee for the document) £300 plus VAT

##  Disbursements for Lasting Power of Attorneys:

 (Registration fee to the Office of the Public Guardian per document) £82

 If you receive income support or state benefits £0

 If your annual income is under £12,000 £41

(A reduced fee of 50% is applicable)

 If your annual income is over £12,000 normal fees apply £82

# Other Services

 Drafting a Declaration of Trust £550 plus VAT

 Advanced Directive £200 plus VAT

# PROBATE

We can help during a difficult time. We can apply for the Grant of Probate for you and collect and distribute the assets.

[**Probate: Range of costs**](https://www.sra.org.uk/solicitors/guidance/transparency-in-price-and-service/#collapse_09a9)

Applying for the grant, collecting and distributing the assets

## 1. Simple probates

We anticipate this will take between 5 and 10 hours work at £285 plus VAT or £250 plus VAT at 20% depending on which Solicitor is dealing with your matter.

Total costs estimated between £1,425 and £2800 (plus VAT at 20%). The exact cost will depend on 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.

We will handle the full process for you. This quote is for estates where:

* There is a valid will
* There is more than one property
* There more than one bank or building society accounts
* There are no other intangible assets
* There are 1-2 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

Disbursements included in this fee (where applicable VAT is included at 20%):

* Probate application fee of £155
* £1.5 for each Office copy of the Grant
* Approximately £200 plus VAT for an advert in The London Gazette – Protects against unexpected claims from unknown creditors.
* £300 plus VAT for an advert in a Local Newspaper – This also helps to protect against unexpected claims.

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.

## 2. Complex probates

Total costs estimated between £2800 to £20,000 (+VAT at 20%). More complex matters where beneficiaries need to traced and third parties need to be engaged to look after property pending finding the beneficiaries will cost more.

The exact cost will depend on the individual circumstances of the matter. We will handle the full process for you. This quote is for estates where:

* There may be a Will  There is no Will.
* The beneficiaries need to be traced
* Third parties need to be engaged to look after the property.
* An IHT400 together with schedules needs to be drafted
* The Will contains a discretionary trust or interest in possession
* There is more than one property
* There are no disputes between beneficiaries on division of assets. If disputes arise this is likely to lead to an increase in costs
* There are no claims made against the estate

Disbursements included in this fee (where applicable VAT is included at 20%):

* Probate application fee of £155
* £1.5 for each Office copy of the Grant
* Approximately £200 plus VAT for an advert in The London Gazette – Protects against unexpected claims from unknown creditors.
* £300 plus VAT for an advert in a Local Newspaper – This also helps to protect against unexpected claims.

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. How long will this take?

On average, small estates that fall within this range are dealt with within 4 months and 1 year depending on how busy the Probate Registry is. Typically, obtaining the grant of probate takes 3 to 6 months. Collecting assets then follows, which can take between 6 to 12 months. Once this has been done, we can distribute the assets, which normally takes 3 months.

**Elizabeth Middleton – Partner**

Elizabeth is the head of our team and has more than 13 years' experience in private client work, specialising in wills and probate. Elizabeth has been working in this area since she qualified and has helped hundreds of families and individuals.

Elizabeth has also completed several professional development courses in probate and estate administration. She has Society of Trust and Estate Planning Advanced certificates in Wills and Administration of Estates.

## David Mortimer – Paralegal

David has a degree in Geology from Southampton University and has completed the

Graduate Diploma in Law and is due to complete the Legal Practice Course at the University of Law in Reading. David began his training with us in November 2021 and undertakes work in our Wills, Probate Equity Release matters.

## Ayesha – Paralegal

Ayesha has a degree in International Politics and Law from Middlesex University. She also has a Masters-in-Law from the University of Law. She is currently undertaking her Solicitor qualification exams.

Ayesha began training with us in February 2022 and undertakes work in our Wills, Probate and Equity Release matters.

## Hourly rates

|  |  |
| --- | --- |
| Elizabeth Middleton - Partner  | £285 plus VAT  |
| Ayesha Mahmood - Paralegal  | £150 plus VAT  |
| David Mortimer – Paralegal **Conveyancing – Equity Release**  | £150 plus VAT  |

**Equity Release – All fees are fixed and not based on an hourly rate**

Our fees cover all of the work[\*](https://www.sra.org.uk/solicitors/guidance/transparency-in-price-and-service/#star3) required to complete the remortgage of your home including obtaining your title deeds from the Land Registry.

###### Conveyancer's fees and disbursements

**Simple matters**

* Legal fee £950 plus VAT
* VAT @20% £190
* **Subtotal £1140**

###### Disbursements

* Electronic money transfer fee for values over £50,000 £25
* Office copy entries £3
* **Total £1,168**

Estimated total (excluding Stamp Duty or Land Tax – see below): £**£1,168**

Disbursements are costs related to your matter that are payable to third parties, such as office copy entries. We handle the payment of the disbursements on your behalf to ensure a smoother process.

Complex matters

* Legal fee £1800 plus VAT
	+ VAT @20% £360
* **Subtotal £** **2,160**

###### Disbursements

* Electronic money transfer fee for values over £50,000 £25
* Office copy entries £3
* Broker’s fee if relevant
* **Total £2,188**

**Details of services that might be expected but will be charged at additional monies**

* **Home visit (per visit) £300**

**Key stages and likely time scales**

##### **How long will Equity Release transaction take?**

How long it will take from your offer being accepted until you receive the monies will depend on a number of factors. The average process takes between 2 weeks and a year depending on the complexity of your matter.

It can be quicker or slower, depending on whether you have been married, are in the process of getting divorced or having been divorced. The Lender may require the divorcing or divorced party to be represented by a third party. If the parties are going through a divorce and a Consent Order is to be obtained, please contact us to obtain a realistic timescale of the duration of the transaction until completion of the Equity Release so that the standard 52 days is increased.

###### **Stages of the process**

The precise stages involved in the Remortgage of your home will vary according to the circumstances. However, below we have suggested some key stages that you may wish to include:

Stage 1

Your Lender will give you an offer. If you accept it, they will instruct their solicitors to write to us and ask us whether we have received your instructions. When we confirm we act on your behalf, they will send us the Mortgage Deed together with the accompanying documentation for us to advise you and return to them.

Stage 2

When we receive the documentation, we will make an appointment to:

* Obtain Office Copy entries from the Land Registry so that we can title deeds.
* Advise you to notify your Buildings Insurance Providers so that they can add your Lender’s interest onto your Buildings Insurance Policy
* Ask you to bring your ID which must be your current Passport or Driving Licence together with a utility bill that is less than 3 months old

Stage 3

* Take your instructions and give you initial advice at the meeting
* Complete the documentation sent by your Lender.
* Comply with any special requirements as required by your Lender.
* We will take you bank details in advance at the face to face meeting.

Stage 4

* Your Lender’s Solicitors may make additional enquiries
* We will notify you what they are to obtain answers if required to enable resolve any issues.
* When all the issues are resolved, they will book a Completion Date.
* We will receive a Completion Statement from your Lender’s Solicitors.
* We will draft a Completion Statement together with our invoice

Stage 5

* We will deduct our invoice, Broker’s fee if relevant and then send the balance to you.
* We will call you on the date that we are sending the monies to verify your bank details.

**Buying and Selling Property – We use Pro Conveyancing. Please let us know if you wish us to pass your details to them so that they can provide you with more information.**