

# PROBATE (UNCONTESTED) COSTS INFORMATION



Our firm's charges for acting in probate cases (uncontested) are based on the following:

We offer simple estates a fixed fee service detailed below:-

Stage of Case		Our fees
Stage 1	Up to the extraction of the Grant of Probate, including obtaining values of assets and liabilities, liaising with beneficiaries etc	£1,500 plus £300 VAT
Stage 2	Collecting assets, paying liabilities, distribution of state and finalising estate accounts	£2,500 plus £500 VAT
Average Total		£4,000 plus £800 VAT

A simple estate that the deceased owned would be for example:-

- One property,
- A few bank and building society accounts,
- A small number of beneficiaries, and
- A valid Will.

These fees are subject to change subject to the complexity of the estate.

In the event that the estate is more complex, the fee earner will discuss the fee within the meeting and it will be on a time spent basis at the hourly rate of the fee earner.

- 1) Time spent dealing with the transaction including meetings, considering, preparing and working on documents relating to the matter, correspondence and telephone calls.
  - a. The current hourly rate of the fee earners in the department is £250 plus £50 VAT
- 2) A minimum charge may also apply based on the value of the estate:

- a. Where we are NOT acting as Executors/Trustees the minimum charge is 0.5% of the gross value of the estate (plus 20% VAT)
- b. Where we ARE acting as Executors/Trustees the minimum charge is 0.75% of the gross value of the estate (plus 20% VAT)

## Factors that would lead a case to be at the higher end of the above hours:

- The estate is liable to pay IHT,
- No Will or Partial intestacy,
- 10% of the estate is going to charity,
- Foreign Assets,
- Wide range of assets including shares, pensions, numerous banks and building society accounts,
- Insolvent estate,
- Quick succession of deaths of beneficiaries,
- Death of a second spouse where no administration was completed following the first spouses death,
- Trusts,
- Minor beneficiaries,
- Missing beneficiaries,
- Lifetime gifts made by the deceased,
- Business assets and Agricultural assets, and
- Large number of beneficiaries.

Every case is different and total fees will vary; however, we have provided an average fee guide below. Once we know the full extent of the Estate, a more accurate estimate can be provided.

Stage of Case		Average number of hours	Our fees
Stage 1	Up to the extraction of the Grant of Probate, including obtaining values of assets and liabilities, liaising with beneficiaries etc	12 -16 hours	£3,000 - £4,000 plus VAT (£600 - £800)
Stage 2	Collecting assets, paying liabilities, distribution of estate and finalising estate accounts	12-16 hours	£3,000 - £4,000 plus VAT (£600 - £800)
Average Total		24-32 hours	£6,000-8,000 plus VAT (£1,200 - £1,600)

## Disbursements

Disbursements (payments to third parties) are all payable by the Estate and typically can include the following:

- £300 Grant of Probate fee (if the estate is over £5,000) (no VAT),
- £1.50 plus £0.30 VAT per additional copy of the Grant,
- £300 plus £60 VAT (approximately) Statutory Notice,
- £50 plus £10 VAT for share valuation,
- Inheritance tax payable to HMRC (if applicable), and
- Outstanding sums owed by the deceased for example council tax, overpaid pensions and so on.

## How long will my matter take?

The time that it takes from taking your initial instructions to finalising the Estate depends on a number of factors (number of agencies and organisations that need to be liaised with; number and location of beneficiaries; nature of assets and liabilities etc.). In all cases, all reasonable endeavours will be exercised to attempt to finalise an estate within 12 months. This is just an estimate and we will of course be able to give you a more accurate timescale once we have more information and as the matter progresses.

The Estate Administration team dealing with your matter will be Polly Butteris and Holly Holman. Please see our [About Us/The Team](#) section for information regarding their qualifications and experience.

**For more information, please contact us:**

**email** [privateclient@cplaw.co.uk](mailto:privateclient@cplaw.co.uk)

**telephone** 0345 241 3100