



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 **Greenwoods Solicitors**; and
2. Fees payable to **third parties**.

Please ensure that you consider both parts of the price information.

Fees charged by Greenwoods Solicitors

Fees for probate fall into two categories: “Probate Only” and “Full Estate Administration”.

Probate Only

For obtaining the Grant of Probate only, based on figures provided by you our fees are £750 + VAT and Disbursements on an Exempt Estate (i.e where no Inheritance Tax is payable) or £1400 + VAT on a Taxable estate or an estate where it is necessary to claim Residence Nil Rate Band relief.

Full Estate Administration

Should you require us to deal with the full administration of the Estate, from initial contact with Asset Holders through to Distribution of the Assets and preparation of Estate Accounts our fees will be based on the estimated time required to deal with the administration of the estate. This will normally amount to somewhere between 1% and 2% of the estate value.

By way of example based on an estate where:

- There is a valid will.
- There is no more than one property.
- There are no more than 5 bank or building society accounts.
- There are no other tangible assets.
- There are 2-4 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.
- The overall value of the estate is £300,000.

Fee type	Fee	VAT (charged at 20%)	TOTAL
Legal fee *	£3,000 - £6,000	£600 - £1200	£3,600 - £7,200
Electronic ID check (per executor)	£15	£3	£18
Bank telegraphic transfer fee	£35	£7	£42
* basis of charging = hourly rate. Based on an hourly rate of £250 + VAT.			

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.

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

Disbursement	Fee	VAT (charged at 20%)	TOTAL
Probate application fee	£273	N/A	£273
Additional copies of the Grant	£1.50	N/A	£1.50
S27 Notice	£250 - £500	£50 - £100	£300 - £600
Bankruptcy Search (per beneficiary)	£2	N/A	£2

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.
- 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 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 (within the fee example given above) 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 **9-12** months.

Typically, obtaining the grant of probate takes **20 – 24** weeks.

Collecting assets then follows, which can take between **6-12** weeks.

Once this has been done, we can distribute the assets, which normally takes **6 months from the date of issue of the Grant of Probate**.

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.