NEWNHAM & JORDAN
SOLICITORS

CLIENT GUIDE

Probate services and estimated fees

Our work is divided into two stages, the Grant application and, if required, the administration of the estate after the Grant is received.

	WHAT IS INCLUDED	NOT INCLUDED
OPTION 1 **Simple Grant application** **£2,310 to £5,544** plus 20% VAT and applicable disbursements	• Obtaining all information required from relevant assets. • Preparing the Probate Application. • Submitting the application for a Grant • Conditional upon: An estate under £650,000, no Inheritance tax, under lifetime gift limit.	• Probate Registry fee: £526. • Additional Grant copies: £2 each. • Land Registry official copies: £7 per property. • Optional financial asset search: £185 plus VAT.
ESTIMATE BASIS: For a straightforward estate with no Inheritance Tax liability. The cost depends on the assets and work required.		

	WHAT IS INCLUDED	NOT INCLUDED
OPTION 2 **Complex application** **£3,500-£6,000** plus 20% VAT and applicable disbursements	• All work required to prepare the Grant application. • Preparing the full IHT400 Inheritance Tax account and relevant relief calculations. • Dealing with the required HMRC approval process. • Submit the Probate Application	• Probate Registry fee: £526. • Additional Grant copies: £2 each. • Land Registry official copies: £7 per property. • Specialist tax advice or other third-party costs may be required.
ESTIMATE BASIS: An IHT400 may be required where Inheritance Tax is payable, significant gifts were made in the previous seven years or tax reliefs must be claimed.		

	WHAT IS INCLUDED	NOT INCLUDED
Estate Administration Services **£2,310-£9,900** plus 20% VAT and applicable disbursements	• Administration of the estate in accordance with the will (where applicable). • Notifying the banks, building societies, investment providers and other asset holders that the Grant has been issued. • Preparation of closure forms and calling in the assets, accounts and collecting the balances. • Contacting creditors and settling outstanding bills, third-party debts and other estate liabilities from estate funds. • Arranging statutory notices to creditors, where required. • Dealing with shares and investments, where applicable. • Make interim and final distributions to the beneficiaries in accordance with the Will. • Preparation of estate accounts.	• Regulatory searches: £25 plus VAT per executor or beneficiary. • London Gazette notice: £96.55 plus VAT; local newspaper costs vary. • UK electronic transfers: £50 plus VAT each. • Conveyancing, share registrar or specialist tax costs may apply.
ESTIMATE BASIS: This is a separate instruction after the Grant to administer the estate in accordance with the wishes of the will (where applicable). The estimate is based on **7 to 30 hours at £330 plus VAT per hour** and may increase for multiple accounts, shares or beneficiaries. Estate administration can be significantly complicated by a larger estate.		

All figures are estimates. Third-party charges may change. Conveyancing and any disputed or contested estate are quoted separately.

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