

# PEACOCK & CO

Solicitors

## Probate – Our Service and the Costs

At Peacock & Co. we want to be as clear with you as possible about our costs. We are conscious that client matters are very individual and there is no 'one size that fits all'. For probate matters, we tend not to focus on fixed fees as these are often artificially inflated when factoring in property prices in London and Surrey.

We have set out below our pricing structures. However, we do encourage you to contact us for a more realistic estimate of fees. Our hourly rates are exclusive of VAT, which is currently charged at 20%.

| <b>Our Premium Full-Service Probate Service</b>  | <b>Our Superior Exempt Estates Probate Service</b>   | <b>Our 'Pay as You Go' Probate Service</b>   |
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| This is suitable if you want us to deal with every aspect of the estate administration from start to finish where the estate is subject to Inheritance Tax.  | This is suitable if the estate is very small, or larger, but where there is no Inheritance Tax to pay.   | This is a hybrid approach suitable if you want to be more involved but would like some assistance throughout the process.  |
| <p><b>Hourly Rates</b></p> <p>Kim Peacock: £350 + VAT<br/>           Katherine Carroll: £335 + VAT<br/>           James Atkins: £270 + VAT<br/>           Callum Venn: £270 + VAT<br/>           Greta Baruffi £185 + VAT</p> <p>You will be charged according to the time spent on your matter. The hourly rate will be applied in units of 1/10<sup>th</sup> of an hour.</p> | <p><b>Hourly Rates</b></p> <p>Kim Peacock: £350 + VAT<br/>           Katherine Carroll: £335 + VAT<br/>           James Atkins: £270 + VAT<br/>           Callum Venn: £270 + VAT<br/>           Greta Baruffi £185 + VAT</p> <p>You will be charged according to the time spent on your matter. The hourly rate will be applied in units of 1/10<sup>th</sup> of an hour.</p> | <p><b>Hourly Rates</b></p> <p>Kim Peacock: £350 + VAT<br/>           Katherine Carroll: £335 + VAT<br/>           James Atkins: £270 + VAT<br/>           Callum Venn: £270 + VAT<br/>           Greta Baruffi £185 + VAT</p> <p>You will be charged according to the time spent on your matter. The hourly rate will be applied in units of 1/10<sup>th</sup> of an hour.</p> |

| <p><b>Costs Guide</b></p> <p>We estimate your costs depending on the gross value of the estate.</p> <table border="1" data-bbox="205 378 743 792"> <thead> <tr> <th>Value</th> <th>Costs estimate</th> </tr> </thead> <tbody> <tr> <td>£325,000 - £499,999</td> <td>£4,000 - £6,500 + VAT</td> </tr> <tr> <td>£500,000 - £699,999</td> <td>£6,500 - £10,000 +VAT</td> </tr> <tr> <td>£700,000 - £999,999</td> <td>£10,000 - £16,000 +VAT</td> </tr> <tr> <td>£1million - £2million</td> <td>£16,000 - £25,000 +VAT</td> </tr> <tr> <td>£2million+</td> <td>from £25,000 + VAT</td> </tr> </tbody> </table> | Value   | Costs estimate   | £325,000 - £499,999 | £4,000 - £6,500 + VAT | £500,000 - £699,999 | £6,500 - £10,000 +VAT | £700,000 - £999,999 | £10,000 - £16,000 +VAT | £1million - £2million | £16,000 - £25,000 +VAT | £2million+ | from £25,000 + VAT | <p><b>Costs Guide</b></p> <p>We estimate your costs depending on the gross value of the estate.</p> <table border="1" data-bbox="772 378 1310 716"> <thead> <tr> <th>Value</th> <th>Costs estimate</th> </tr> </thead> <tbody> <tr> <td>Up to £325,000</td> <td>£2,500 - £4,500 + VAT</td> </tr> <tr> <td>£325,000 - £499,999</td> <td>£4,500 - £5,500 + VAT</td> </tr> <tr> <td>£500,000 - £1m</td> <td>£5,500 - £8,000 + VAT</td> </tr> <tr> <td>£1million+</td> <td>from £8,000 + VAT</td> </tr> </tbody> </table> | Value | Costs estimate | Up to £325,000 | £2,500 - £4,500 + VAT | £325,000 - £499,999 | £4,500 - £5,500 + VAT | £500,000 - £1m | £5,500 - £8,000 + VAT | £1million+ | from £8,000 + VAT | <p><b>Costs Guide</b></p> <p>We shall estimate costs based on the scope of work you require.</p> <p>We will charge you monthly and keep you fully updated as to the time we are spending on the matter. This means you can decide how much you want us to be involved.</p> |
|--|---|--|---------------------|-----------------------|---------------------|-----------------------|---------------------|------------------------|-----------------------|------------------------|------------|--------------------|---|-------|----------------|----------------|-----------------------|---------------------|-----------------------|----------------|-----------------------|------------|-------------------|--|
| Value  | Costs estimate  |  |                     |                       |                     |                       |                     |                        |                       |                        |            |                    |   |       |                |                |                       |                     |                       |                |                       |            |                   |  |
| £325,000 - £499,999  | £4,000 - £6,500 + VAT   |  |                     |                       |                     |                       |                     |                        |                       |                        |            |                    |   |       |                |                |                       |                     |                       |                |                       |            |                   |  |
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| <p><b>The Service</b></p> <ul style="list-style-type: none"> <li>• Provide you with a dedicated and experienced probate solicitor to work on your matter</li> <li>• Meet with you to discuss probate procedure</li> <li>• Identify the legally appointed executors or administrators and beneficiaries</li> <li>• Accurately identify the type of probate application required</li> </ul>  | <p><b>The Service</b></p> <ul style="list-style-type: none"> <li>• Provide you with a dedicated and experienced probate solicitor to work on your matter</li> <li>• Meet with you to discuss probate procedure</li> <li>• Identify the legally appointed executors or administrators and beneficiaries</li> <li>• Accurately identify the type of probate application required</li> </ul> | <p><b>The Service</b></p> <p>This depends on the level of service you want.</p> <p>The level of service we provide will be aspects of the Premium.</p> |                     |                       |                     |                       |                     |                        |                       |                        |            |                    |   |       |                |                |                       |                     |                       |                |                       |            |                   |  |

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| <ul style="list-style-type: none"> <li>• Advise on advertising for creditors</li> <li>• Contact asset holders to obtain probate valuations</li> <li>• Contact liability holders to obtain probate valuations</li> <li>• Prepare schedules of assets &amp; liabilities at the date of death</li> <li>• Calculated Inheritance Tax and advise on how to pay this</li> <li>• Complete the relevant HMRC Inheritance Tax return IHT400 and the accompanying schedules</li> <li>• Organise to pay the necessary proportion of the Inheritance Tax due by releasing monies from asset holders in this respect or advise how to pay if there are limited liquid assets</li> <li>• Draft an oath for executors or administrators to swear; meeting with you if necessary.</li> <li>• Make the application to the Probate Court on your behalf</li> <li>• Obtain the probate and send a probate report to you advising of next steps</li> </ul> | <ul style="list-style-type: none"> <li>• Advise on advertising for creditors</li> <li>• Contact asset holders to obtain probate valuations</li> <li>• Contact liability holders to obtain probate valuations</li> <li>• Prepare schedules of assets &amp; liabilities at the date of death</li> <li>• Complete the shortened Inheritance Tax return IHT205</li> <li>• Draft an oath for executors or administrators to swear; meeting with you if necessary</li> <li>• Make the application to the Probate Court on your behalf</li> <li>• Obtain the probate and send a probate report to you advising of next steps.</li> <li>• Collect in the assets in the estate using our client account as the executor account</li> <li>• Discharge any liabilities</li> <li>• Liaise with HMRC with regard to finalising the deceased's Income Tax affairs to the date of death</li> <li>• Liaise with our property department with regard to the sale of any property</li> </ul> |  |
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| <ul style="list-style-type: none"><li>• Liaise with HMRC Inheritance Tax with regard to any queries raised in relation to the value of the estate</li><li>• Report any corrections to the probate valuation of the estate and filing a corrective account with HMRC Inheritance Tax</li><li>• Claim any loss on sale for a capital loss in the sale of property or shares</li><li>• Apply for a clearance certificate.</li><li>• Advise on the Income Tax and Capital Gains Tax position of the estate for income earned during the estate administration and any gains in asset values. Report this to HMRC either informally or by registering a 'complex estate' by way of the Trust Registration Service and then file an SA900 Return</li><li>• Organise a final distribution of the estate to the beneficiaries</li><li>• Prepare the Estate Accounts</li></ul> |  |  |
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## **Disbursements**

There are certain costs that need to be paid outside of our fees. These are the some of the more usual disbursements, which may or may not apply in your matter:

- Probate Court fee: from £170
- Swearing any documents: from £5
- Notices for creditors: from £200
- Certainty missing will search: from £200
- Copy title documents: £6
- Bankruptcy searches against beneficiaries: £2 per name

## **Average timescales**

On average, we expect to have the grant within 12-16 weeks of being instructed, depending on the current timescales for the Probate Registry. Simple estates can usually be wound up within 3-6 months. More complex estates where there is Inheritance Tax are usually wound up within 6-12 months.

## **Potential Additional Costs**

If your matter does have unexpected complications, we will always inform you, including any additional fees that may apply, so that you can make an informed decision as to how to proceed. Examples are listed as to demonstrate when our costs may increase:

- If under an intestacy the beneficiaries are not known, and we need to liaise with genealogists to establish a family tree and entitlement under the estate
- If the estate consists of foreign assets and we have to liaise with lawyers in that country
- If there are lots of individual shareholdings which need to be dealt with on a company by company basis
- Deeds of variation

Additional costs will also apply if you wish for us to deal with the sale or transfer of any property in the estate. Please refer to the detailed information available from our Residential Property webpage.

**7 September 2023**