

# How much does it cost to administer an estate?

## Fixed Fees:

Grant only application and not taxable

**£1,250 plus VAT at 20% (£250) =**

**£1,500 plus court fee (£300)\* = £1,800**

Grant only application and taxable

**£2,950 plus VAT at 20% (£590) =**

**£3,540 plus court fee (£300)\* = £3,840**

### \*Court Fee:

The court fee is currently £300 plus £16.00 for each office copy required.

## What is a grant only application?

In such cases we will prepare all the necessary application papers based on the information you supply as to the assets and liabilities of the estate. Any work you ask us to do in assisting with establishing these facts will be charged separately at the hourly rate.

A 'grant' is a court issued document in the form of either a 'grant of probate' where there is a Will or a 'grant of Letters of Administration' where there is no Will. The grant confirms who is entitled to administer the estate of the deceased.

## Full estate administration:

If you instruct us to undertake the full administration of the estate our charges will vary according to the size and nature of the estate. This may be based on the hourly rate of the individual instructed or a percentage of the gross value of the estate.

## What is involved in a full administration?

This will involve valuing the estate and ascertaining the liabilities. Applying for probate and in some cases reporting the estate to HMRC. In some cases we will arrange the funeral and the clearance of the property. Following receipt of the grant we will arrange to call in the assets, settle the liabilities, sell the property and pay any further tax due. The estate can then be distributed in accordance with the Will or intestacy rules.

## Intestate estates:

Where there is no Will it can be a complex and very time consuming exercise to establish exactly who is entitled to administer the estate and who is entitled to receive a share. This can mean the costs are higher than they would be had there been a Will.

## How do you identify who is entitled?

In most cases it will be the spouse, children or grandchildren but in the more complex intestate estates this will require the services of a genealogist to correctly identify and help trace the beneficiaries entitled to the estate.

## If you decide not to proceed:

We will make a charge for the initial meeting if you decide not to proceed to cover the cost of the advice given and time spent



For further advice or to make an appointment call our qualified lawyers on **01543 420000** and ask for our Private Client Team

## Other costs that may arise:

- Land Registry fees to obtain a copy of the deeds - £7 plus VAT at 20% (£1.40) - £8.40
- Bankruptcy fees - £6 plus VAT at 20% (£1.20) = £7.20 per person
- Trustee Act Notices to trace missing liabilities and or beneficiaries - £92.20 plus VAT at 20% (£18.44) = £110.64 for the London Gazette plus the cost of a local newspaper notice.
- We can also arrange missing assets searches and missing Will searches

Tel: **01543 420 000** Email: [willsandprobate@keelys.co.uk](mailto:willsandprobate@keelys.co.uk) [www.keelys.co.uk](http://www.keelys.co.uk)

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