

Our services

Grant only service

We are aware that in some cases, PRs may wish to administer a deceased person's estate themselves and simply require assistance with obtaining a Grant. This is a logical and cost-effective approach where an estate is simple to administer and in these cases our role can be limited to simply obtaining a Grant for the PRs so that they can then deal with the rest of the administration process themselves. Our fees for this service are based on a fixed fee.

Full estate administration service

In other cases, PRs will require us to deal with the estate administration process from start to finish. This service is ideal for PRs who do not have the time or desire to deal with the whole process themselves and who want the reassurance that all matters will be dealt with correctly and efficiently. This service is strongly recommended for those estates where IHT is payable and/or the estate is significant in size or complexity.

Our work within this service will include the following:

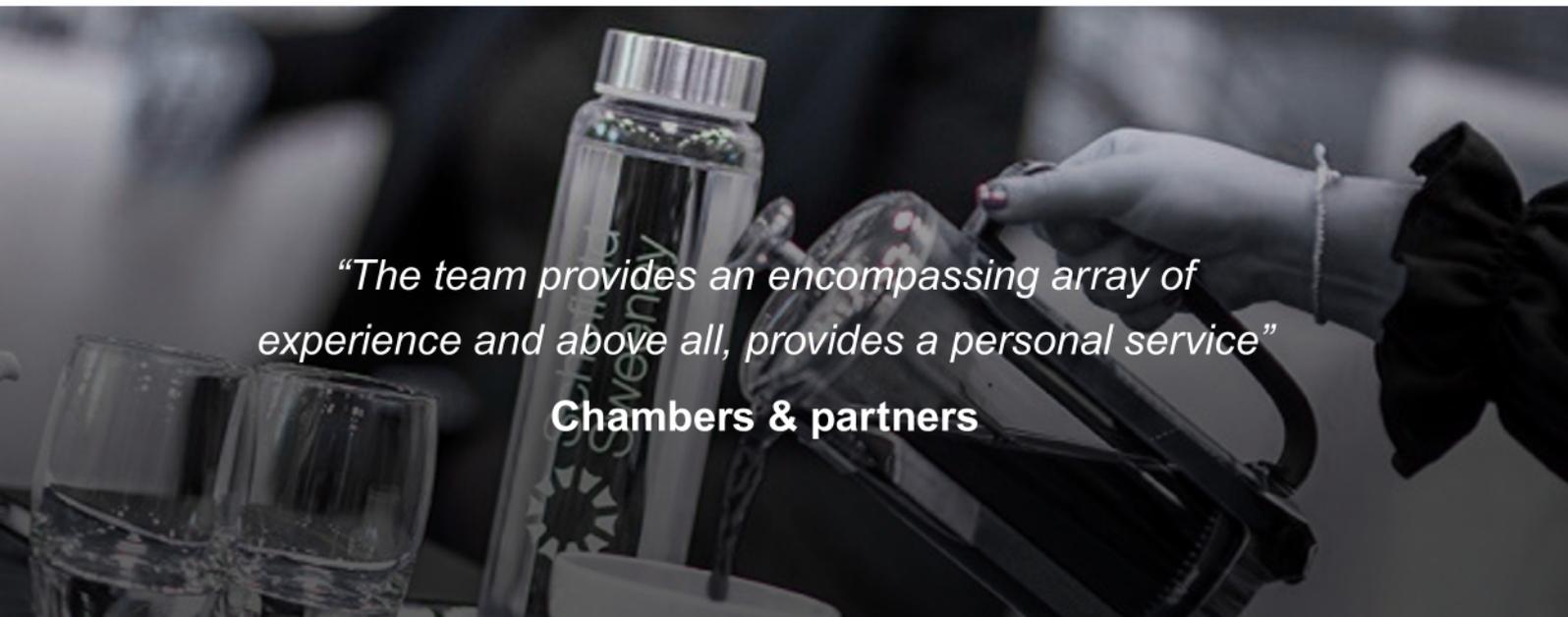
- Identifying the assets and liabilities of the estate;
- Ascertaining the exact value for IHT and probate purposes including arranging all necessary valuations;
- Liaising with all necessary third parties;
- Carrying out all relevant searches that may be required;
- Completing the necessary probate application papers (including a detailed IHT Account, if this is required) to submit to HMCTS
- Submitting the application to HMCTS with the necessary application fee;
- Dealing with the closure/encashment/transfer of all of the estate assets and collecting applicable funds into our client account;
- Identifying any income tax and capital gains issues within the estate and taking all necessary steps to deal with these;
- Preparing estate accounts for executors/administrators to approve; and
- Dealing with the distribution of the estate assets to the beneficiaries.

Our fees for this service are based on a time spent basis and with reference to our hourly charging-out rates. Unlike many other firms, we do not charge a percentage of the estate – we simply charge for work actually carried out.

The time required to be spent on a matter will vary depending on the size and complexity of an estate. All work will be handled by qualified solicitors and they will be supported, where appropriate, by paralegals/apprentices and support staff with a designated Partner always having overall responsibility for the matter. Complex and highly complex estates will be Partner led and work will typically be carried out by a Partner, a solicitor and a paralegal or apprentice so that all work is carried out at the most appropriate and cost-effective charging out rate. Our hourly charging out rates are reviewed annually with any increases taking effect on 1st January of each year. Our current charging out rates for 2025 are as follows:

Job Title	Band
Solicitor Apprentice	£125 plus VAT
Trainee Solicitor	£170 plus VAT
Solicitor	£225 - £335 plus VAT
Associate	£245 - £310 plus VAT
Director	£250 - £380 plus VAT
Partner	£350 - £450 plus VAT

Our fees for each service, are set out below. Please note that our fees are exclusive of vat and disbursements (i.e., third party fees, details of which are also set out below).



“The team provides an encompassing array of experience and above all, provides a personal service”

Chambers & partners

Our fees

Grant only service

Obtaining a Grant only	Fees
In cases where a detailed IHT Account is not required	Between £1,750.00 and £3,500.00 plus vat and disbursements
In cases where a full IHT Account is required to be submitted to HMRC	Between £3,500 and £5,500.00 plus vat and disbursements

Please note that the fees stated above are based on the conditions set out below and do not include dealing with any issues that are set out under the exclusions heading below.

Conditions

- There is a valid Will with executors who are all identified and able to act, meaning that the type of Grant being applied for is a Grant of Probate;
- The PRs are able to provide us with details of all of the assets and liabilities of the estate along with details of any gifts made within the last 7 years before the deceased's death;
- There is no IHT to pay on the estate;
- All gifts made by the deceased are capital gifts; and
- There are no challenges to the Will or claims against the estate.

Exclusions

If the application for a Grant includes any of the following issues, our costs will be greater than indicated above. In such circumstances, please contact us for an accurate quote.

- There are domicile issues, or the estate contains foreign property.
- Particular IHT reliefs/exemptions and/or discounts need to be considered and claimed.
- The estate includes assets that are held in trust.

In cases where a Grant of Letters of Administration is required, we will require particular information in order to be able to provide an indication of our fees. Please contact a member of the team and we will be happy to assist.

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- There are domicile issues, or the estate contains foreign property.
- Particular IHT reliefs/exemptions and/or discounts need to be considered and claimed.
- The estate includes assets that are held in trust.

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Full estate administration service

Full estate administration service	Likely fees based on time spent
Standard estate – no IHT payable	£7,000 - £15,000 plus VAT of £1,400 - £3,000
Standard estate which is taxable	£15,000 - £20,000 plus VAT of £3,000 - £4,000
Complex estate	From £20,000 plus VAT of £4,000
Highly complex estate	It is difficult to estimate our fees for dealing with this type of estate. Please therefore contact us for a no obligation conversation so that we discuss the particular circumstances of the case and the give you an indication of our likely fees.

Please refer to “[Standard vs Complex Estates](#)” below for further information on what makes an estate standard or complex, and note that the above fees do not include the following, which will be charged separately by the relevant department within the firm.

- Dealing with the transfer/ sale of any property held within the estate;
- Court proceedings impacting the administration of the estate; and
- Consideration of tax planning issues for beneficiaries.

Standard vs Complex Estates

Standard estates typically include:

- A valid Will;
- No more than 10 beneficiaries who are all traceable and are resident in the UK
- All assets of the estate are known and identifiable and are located in the UK;
- The estate contains no more than one residential property;
- The estate contains no business or agricultural assets.

On average, estates that fall within this range take between 6 to 12 months to administer.

Complex or highly complex estates include one or more of the following:

- There are more than 2 residential or there are any commercial properties to administer;
- There is a significant IHT liability;
- The estate includes foreign assets;
- There is a requirement to liaise with advisors or beneficiaries abroad;
- There are a significant number of beneficiaries;
- There are beneficiaries who cannot be traced;
- The estate includes business and/or agricultural assets;
- The deceased died intestate;
- The deceased died more than 12 months before we are instructed;
- There are trust structures or pension benefits that fall into the estate;
- There are potential claims against the estate;
- There is a dispute between the beneficiaries/executors or with a third party;
- Correspondence with clients and beneficiaries is protracted or infrequent.

Timescales for complex or highly complex estates vary considerably depending on the exact circumstances of the case but typically take a minimum of 12 months to complete.

“Excellent customer focus, knowledgeable and efficient”

Legal 500

Disbursements (Third Party Costs)

Disbursements are fees payable to third parties who we typically liaise with on your behalf. Please note that the costs are approximate. These fees can include, but are not limited to, the following:

Disbursement	Fee
Probate application fee if the estate is valued at less than £5,000	£0 (plus £6.00 for each official copy of the grant)
Probate application fee if the estate is valued at more than £5,000	£300 (plus £6.00 for each official copy of the grant)
HMRC Land Registry search fee (if required)	£3 plus VAT
Trustee Act notice fees (if required)	Between £200 and £550 plus VAT (the fee varies geographically)
Will Search (if required)	£95 plus VAT
Financial asset search (if required)	£185 plus VAT

Potential Additional Costs

In addition to our costs and disbursements, the following additional fees may be payable depending on the exact circumstances of the case:

- Tracing agent fees if beneficiaries cannot be traced.
- Accountant's fees if the deceased's income tax affairs require an Accountant to be instructed.
- If the estate contains stocks or shares, there are likely to be third party fees and disbursements in relation to obtaining valuations of the stocks and shares and then dealing with the encashment/transfer of them.
- Property valuation fees.
- Genealogists fees.
- Fees for lawyers/advisors in foreign jurisdictions.

If you'd like to speak to us on a no-obligation basis, please contact a member of our team below. You can also find further details and team profiles on our private Wealth & succession page.