Probate Services

Why instruct Henry Hyams?

At Henry Hyams we offer a friendly and efficient service in helping you to plan for the future. That may include advice about preparing a Will or creating a Lasting Power of Attorney. We are also able to assist with estate administration after a loved one has died. We understand that this is a very difficult time and our aim is to make the administration of an estate as easy for our clients as possible. We are regularly instructed by executors to administer and distribute estates or the firm itself is appointed as the executor.

Occasionally clients feel comfortable distributing the estate themselves and seek our assistance in obtaining the Grant of Probate. We can also help in situations when someone dies without a Will or where a Will has not been located. Obtaining a Grant or Letters of Administration of an estate in these circumstances is often more complicated but it is our aim to make this as straightforward for you as possible.

To assist our clients, we have set out below an indication of the likely costs involved in Probate matters along with an indication of the timescales.

Probate (Application for Grant only without completing an Inheritance form)

What the service includes

We will:

- Provide you with a dedicated and experienced fee earner to work on your matter
- Identify the legally appointed executors or administrators and beneficiaries
- Accurately identify the type of Probate application you will require
- Complete the Probate Application
- Draft a Statement of Truth
- Make the application to the Probate Court on your behalf
- Obtain the Probate and send copies to you

Anticipated charges and expenses

We can help our clients through this difficult process by obtaining the Grant of Probate on their behalf.

Legal fees:	Fixed fee of £950 plus VAT
VAT on legal fees at 20%:	£190
TOTAL:	£1140 (incl. VAT at 20%) + disbursements

Disbursements[1] in addition to this fee include:

- Probate court fee of £300 (non-vatable)
- Official copies of the Grant of Probate each £16 (non-vatable)
- Client and Beneficiary Personal ID checks per person £8 plus VAT at 20% (£1.60) is £9.60 per person

[1] *Disbursements are costs related to your matter that are payable to third parties, such as court fees. We handle the payment of the disbursements on your behalf to ensure*

a smoother process.

Our fees do not include correspondence with the institutions to obtain the necessary estate information and the administration and distribution of the estate assets. Such work would be charged in addition, based on our fee earners hourly rates of between £175 plus VAT (£35) which is £210 per hour and £260 plus VAT at 20% (£52) which is £312.

Should inheritance forms be required then such work would be charged in addition, based on our fee earners hourly rates of between £175 plus VAT at 20% (£35) which is £210 per hour and £260 plus VAT at 20% (£52) which is £312.

How long will this take?

It is difficult to estimate with any precision how long such a matter will take but, on average, such applications are dealt with and finalised within 5 months. Typically, obtaining the grant of probate takes 8 to 16 weeks.

Estate Administration: Applying for the grant, collecting and distributing the assets

What the service includes

We will:

- Provide you with a dedicated and experienced probate solicitor to work on your matter
- Identify the legally appointed executors or administrators and beneficiaries
- Accurately identify the type of Probate application you will require
- Obtain the relevant documents required to make the application and liaise with all relevant organisations
- Complete the Probate Application and the relevant HMRC forms including inheritance tax forms
- Draft a Statement of Truth
- Make the application to the Probate Court on your behalf
- Obtain the Probate and send copies to you
- Compile and complete inheritance documentation
- Deal with closure of accounts, collect in estate funds and pay any liabilities
- Prepare a final estate account and distribute legacies to beneficiaries

Anticipated charges and expenses

We anticipate this will take between 12 and 40 hours work. Based on our fee earners hourly rates of between £175 plus VAT at 20% (£35) which is £210 per hour and £260 plus VAT at 20% (£52) which is £312, we anticipate that this would be between £2,000 plus VAT at 20% (£400) which is £2400 and £10,000 plus VAT at 20% (£2000) which is £12,000 dependent on the size of the estate.

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.

We will handle the full process for you. This above applies for estates 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 intangible assets
- There are 1-9 beneficiaries
- There are no disputes between beneficiaries on division of assets. If disputes arise this is likely to lead to an increase in costs
- There are no claims made against the estate

Disbursements[1] in addition to this fee include:

- Probate application fee of £300 (non-vatable)
- Official copies of the Grant of Probate each £16 (non-vatable)
- Office copies of title deeds for each property £3.00 (if there is a property involved)
- Client Client and Beneficiary Personal ID checks per person £8 plus VAT at 20% (£1.60) is £9.60 per person

[1] *Disbursements are costs related to your matter that are payable to third parties, such as court fees. We handle the payment of the disbursements on your behalf to ensure a smoother process.*

Potential additional costs

Please note:

- 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. We can give you a more accurate quote once we have more information.
- If any additional copies of the grant are required, they will cost £16
- Dealing with the sale or transfer of any property in the estate is not included
- Should this firm be appointed as executors then we reserve the right to levy a supplement of 1% of the value of the estate.

We are happy to discuss a bespoke service that meets your requirements.

How long will this take?

It is difficult to estimate with any precision how long a Probate matter will take as it will be influenced by many factors, some of which are outside of our control.

On average, where there is no inheritance tax to pay, it usually takes around 2-5 months to receive the Grant of Probate and then a further 1-2 months to distribute the estate.

Where there is inheritance tax to pay, it can take around 3-6 months to receive the Grant of Probate and a further 1-2 months to distribute the estate.

Our Probate Team

Michael Bush
Director-Solicitor and Head of Probate Department

Nicola Hartley
Senior Wills / Probate Advisor