

# Pricing Guide

## Probate

Obtaining a Grant of Probate from the Court and dealing with the subsequent administration of an estate can be a challenging experience at an emotionally difficult time and our experienced and friendly team will be able to assist you with the Probate process and provide you with the support you need.

Our Probate Team can offer the following choices in connection with the administration of an estate:

### 1. Obtaining a Grant of Representation for you

This is where you provide us with all the relevant information that is required which will enable us to obtain the Grant of Representation in cases where there is no inheritance tax to be paid. You will then be able to deal with the ongoing administration of the estate after the grant has been issued. There is a **fixed fee of £2,500 (plus VAT at 20%)** for this service (where no complications arise). The time frame for this will range from 8 weeks to 16 weeks.

### 2. Providing a Probate Support Service

You choose which aspects of the estate you wish to deal with and those which you would like us to handle. Our fees for this service are charged on a time basis and full details will be provided when instructions are received.

### 3. Full Estate Administration

Our full estate administration service entails us in dealing with all aspects of the administration of the estate ie ascertaining a schedule of the assets and liabilities, preparing the papers leading to the application for the Grant of Representation (and obtaining the Grant), liaising with HM Revenue and Customs where inheritance tax has to be paid, general administration of the estate (post Grant), the distribution of the estate funds to the beneficiaries including preparation of Estate Accounts.

Our charges for this work typically range from between **£3,500 and £20,000 (plus VAT at 20%)**. In complex estates our costs may exceed this. However in all cases a quote will be given at the outset providing our best estimation of fees for dealing with the administration of the estate. The time taken to administer an estate can be any time from four months to several years.

Our Probate Manager Douglas Murray would be pleased to have an initial telephone discussion with you (free of charge) to discuss your needs and to decide on next steps.

## Disbursements

Possible disbursements that may apply to your matter:

Probate Court **Fee: £315 (no VAT chargeable)**  
Mail Direction: **£76 (no VAT chargeable)** Statutory  
Notices: **£525 (inclusive of VAT at 20%)** Postage  
and sundries: **£10 (plus VAT at 20%)**

## Our Probate Team is:

Bibi Fortin Lees, Partner and Head of Private Client

Hayley Sengebusch, Trust Tax Manager

Amanda Epstein, Consultant

Catherine Fromant, Consultant

Jessica Gisby, Partner

Lynne Carter, Solicitor

Harriet Lythgo-Smith, Solicitor

Katherine Wilkins, Probate Executive

Jessica Pointing, Solicitor

Tracy Mann, Probate Executive

Tara Smith, Paralegal

Gemma Summerton, Paralegal

Emilie Turk, Paralegal

Andrew Kane, Senior Tax Manager

Lenn Wilkinson, Consultant

Patricia Hayat, Locum Solicitor

Our hourly rates range from **£385 (plus VAT at 20%) at Partner level to £135 (plus VAT at 20%)** at Paralegal level.

All estate work is supervised by Bibi Fortin Lees who is the Head of the Private Client Department.

### Further Help & Advice

#### Lewes

Trinity House, School Hill, Lewes, Sussex  
BN7

01273 480616

**Fax** 01273 480618

**DX** 3100 Lewes1

**Email** [lewes@adamsandremers.com](mailto:lewes@adamsandremers.com)

#### London

Chancery House, 53-64 Chancery Lane,  
London WC2A 1QS

020 7024 3600

**Email** [london@adamsandremers.com](mailto:london@adamsandremers.com)