

ATKINSONS, SOLICITORS  
GUIDE TO PROBATE FEES

David Alan Trott is the fee earner who deals with estate administration matters (see Meet the team).

Fees are charged on a time basis at the rate of £225.00 per hour attendance (including travel and waiting times), £22.50 per page of letters sent, 6 minutes of telephone calls; £11.15 per page of letters received.

We estimate fees to in the following range :-

<ul style="list-style-type: none"> <li>• Initial meeting with client, ascertaining whereabouts of any Will, obtaining details of all creditors and debtors, and contacting all creditors/debtors; discussion of potential claims and need for advertising estate and retention of estate for 6 months post Grant of Representation to establish any claims</li> <li>• Receiving information from creditors/debtors and preparing Inheritance tax returns and application for Grant (Probate/Letters of Administration) document, attending on Personal Representatives to discuss and execute documentation and submitting application for Grant of Representation including IHT205 will be lower range including IHT 400 and supporting documents</li> <li>• To receiving Grant of Representation document and drafting claim forms; to attending Personal Representatives in execution of same and corresponding with creditors re collection of assets</li> <li>• To receiving assets of the estate and arranging discharge of liabilities due from the estate</li> </ul>	<p>£450 to £900</p> <p>£225 to £1125</p> <p>£225 to £1125</p> <p>£225 to £450</p>	<p>4 – 8 weeks</p> <p>2 – 4 weeks</p> <p>2 – 8 weeks</p> <p>4 – 8 weeks</p>
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We estimate time scale:-

<ul style="list-style-type: none"> <li>To establishing as to whether a formal/informal tax return should be made in respect of period of administration of estate and drafting any necessary tax returns or corrective accounts for IHT purposes</li> </ul>	£225 to	£1125	1 – 4 weeks
<ul style="list-style-type: none"> <li>Receiving tax computations and discharging liability, if any</li> </ul>	-	-	8 – 12 weeks
<ul style="list-style-type: none"> <li>To drafting Estate Account and distributing net estate (subject to any retention in respect of outstanding tax) in accordance with Will/Rules of Intestacy to legatees/residuary beneficiaries (subject to requirement for retention of estate 6 months from Grant of Representation)</li> </ul>	£225 to	£1125	1 – 4 weeks
<ul style="list-style-type: none"> <li>To finalising tax matters and distribution of any retention</li> </ul>	£225 to	£225	1 – 4 weeks
<b>Total</b>	<b>£1800 to</b>	<b>£6075</b>	<b>23 – 52 weeks</b>

In addition to the fees shown VAT is payable.

The following disbursements are also payable:-

Oath fees (if applicable)	£ 7.00
Probate fees	£273.00
Office copy Probate (per copy)	£ 1.50
Office copy entries (if applicable) (per property)	£ 6.00
Advertising costs	£250 - £500

Inheritance tax is payable at standard rate of 40% (36% in some cases where there are significant bequests to charity) on all sums above Nil Rate Band (currently £325,000) and where applicable Residential Nil Rate Band (currently £125,000). Full details of charging rates and exemptions/allowances can be found at HMRC website – [www.gov.uk/inheritance-tax](http://www.gov.uk/inheritance-tax).

PLEASE NOTE that if the estate comprises of property(ies) which are to be sold fees in respect of the sale transaction(s) will be charged in accordance with our fees for sale transactions (see conveyancing fees).