

Charging Policy

Private Client rates Form 29 September 2024

From 1 March 2024

The rates below are for guidance only. Specific rates will be discussed and agreed and written confirmation will be given.

	Individuals	Organisations
Attendance and Preparation *	£220 per hour	£200 -£300 per hour
Attendance with Counsel	£150-£200 per hour	N/A
Travel	£55 per hour	£110 per hour
Mileage	45 pence per mile	45 pence per mile
Training (design and delivery)		£1,300 per day

VAT will be added to all bills at the standard rate which is currently 20%

*Attendance includes attendance by telephone, face to face and video call and Court hearings.

Preparation includes all emails, letters and drafting of documents.

We record our time using units of 6 minutes.

Cyfarwyddwyr/ Cyfreithwyr – Directors/ Solicitors: Rebecca L Humphreys LL.B.* ** and Helen K Scott LL.B.*
Cyfreithiwr - Solicitor: Ema M Roberts LL.B*.

Awdurdodir a rheoleiddir gan yr Awdurdod Rheoleiddio Cyfreithwyr (551414), *Aelod Achrededig o Gynllun Iechyd Meddwl Cymdeithas y Cyfreithwyr

** Aelod Achrededig o Gynllun Galluedd Meddyliol (Lles) Cymdeithas y Cyfreithwyr

Authorised and regulated by the Solicitors Regulation Authority (551414), *Accredited Member of Law Society Mental Health Scheme

** Accredited member of the Law Society Mental Capacity (Welfare) Scheme



Julie Burton Law yw enw masnachu Julie Burton Law Cyf (a gofrestrwyd yng Nghymru a Lloegr, rhif cwmni 7401205).

Mae'r swyddfa gofrestrig yn Y Siambr, 5 Glan Môr Ucha, Caernarfon, Gwynedd LL55 1SY

Julie Burton Law is the trading name of Julie Burton Law Cyf (registered in England and Wales company number 7401205).

The registered office is at Y Siambr, 5 Glan Môr Ucha, Caernarfon, Gwynedd LL55 1SY



Wills**

Simple will	£185 plus VAT
Mutual simple wills	£285 plus VAT
Will Trust	£400 plus VAT
Mutual will trusts	£500 plus VAT

Lasting Powers of Attorney (LPA)**

One LPA (including registration)	£600 plus VAT and disbursements
Both LPAs (Including registration)	£800 plus VAT and disbursements
LPAs for couples (one each)	£800 plus VAT and disbursements
LPAs for couples doing both (4 in total)	£1,000 plus VAT and disbursements
Registration of Enduring Power Of Attorney	£400 plus VAT and disbursements

****If instructions change or are particularly complex, we reserve the right to charge more. We would discuss this with you at the initial meeting or when instructions change/ become more complex.**

Deputyship – Court of Protection

Property and Financial Affairs	From £950 plus Court fee (£371) and disbursements
Health and Welfare application	From £1,500 plus Court fee (£371) and disbursements

Disbursements for Court of Protections applications can include (but not limited to) Bond fees and Capacity Assessment Fees.

Advance Directives

From £400 plus VAT and disbursements

Probate/ Letters of Administration

In addition to our hourly rate, a value element may be charged between 0.5% and 1.5% on the gross value of the estate.

We do not always charge the value element and will consider the circumstances of the case depending on complexity and length of time taken to finalise matters. This will be communicated to you within the client care letter or as soon as complexities arise.

Key stages

Based on the information you provide us; we will do the following:

Stage 1

- Collate all the information provided during the initial attendance. If required we will contact you regarding any further details or documents that may be required.
- Notify all relevant parties of the death including The Pension Service, The Department for Work and Pensions and HM Revenue & Customs.
- Write to the beneficiaries named in the Will to inform them of their legacy/entitlement (if applicable).
- Establish what the assets are and obtain values for each as at the date of death.
- Establish what the debts/liabilities are and obtain values for each.

Depending on the size and complexity of the estate, we would aim to obtain the above information within 2-5 months following the initial attendance.

Stage 2

- Calculate any Inheritance Tax liability and either arrange payment or apply to transfer any unused nil-rate band (we will discuss this with you in detail if and when appropriate) – as from 6 April 2009 the Inheritance Tax threshold is £325,000. Any value that exceeds this amount is taxed at 40%. Any Inheritance Tax liability must be settled before we can submit the application for Grant of Probate.

Any inheritance which is due must be settled with HMRC within 6 months of the date of death.

Stage 3

- Draft the papers to apply for Grant of Probate and notify you when they are ready for signing.
- Submit the application for Grant of Probate to the Probate Registry.

We aim to submit the application for the Grant of Probate once any Inheritance Tax Liabilities have been settled. Unfortunately, due to the back log of probate applications currently being dealt with by the Probate Registry, applications are taking anything between 6-20 weeks to be granted. This is providing there are no issues or queries relating to the application.

Stage 4

Once the Grant of Probate has been obtained, we will:

- Send copies of the Grant of Probate to banks/building societies and others holding money and property.
- Close all bank/building society accounts and cash in any investments and/or shares (unless they are to be transferred). The closing balances will be paid into our client account. Any money held in our accounts will be subject to the protection of the Law Society's rules regarding solicitors' firms' handling of clients' money.
- Sell or transfer any property.
- Settle all debts/liabilities.
- Issue legacies to the beneficiaries.
- Obtain confirmation from HM Revenue & Customs that no more tax is due or the tax position is settled.

Stage 5

Once all assets have been collected and all liabilities settled we will:

- Prepare Estate Accounts and send them to you for approval.
- Issue residuary payments and obtain receipts.
- Set up any trusts created in the Will, if any.
- Prepare the estate accounts for approval and write to confirm the administration has been completed.

On average dealing with the administration of an estate can take between 6-24 months. This of course depends on the circumstances of each individual case.

We anticipate this will take between 15 to 50 hours to complete the work. Total costs are estimated at between £2,000-£10,000 plus VAT. The exact cost will depend on the individual circumstances of the matter and a clearer estimate will be given following the initial interview.

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 and shareholdings, costs will be at the higher end. We will handle the full process for you.

Complexities can include no Will, more than one property, more than 2 bank or building society accounts, other intangible assets, more than 4 beneficiaries, disputes between beneficiaries on division of assets. If disputes arise this is likely to lead to an increase in costs.

A more accurate time and costs estimate will be provided in the initial client care letter.

Timescales

Dealing with the administration of an estate can take on average between 12-24 months dependent on the complexity of the matter. If there is a property to be sold as part of this process, it may take longer.

We endeavour to keep clients updated regarding timescales, should any complexities arise.

Disbursements

Disbursements are payable in addition which can include but are not limited to:

- Probate application fee of £273 (plus £1.50 for any additional copies)
- Statutory advertisements for creditors- Approximately £250-£300. The purpose of this is to protect against unexpected claims and is optional (but advisable). If we are appointed as Executors, we would always place the advertisements.
- Certainty Search Register approximately £120 plus VAT (optional- unless a Solicitor at Julie Burton Law is appointed as Executor)
- Lost Asset search approximately £200 (optional- unless a Solicitor at Julie Burton Law is appointed as Executor)
- Property/asset valuation fees (varies)
- Inheritance tax which in general terms is charged at the rate of 40% upon the net estate for Inheritance Tax purposes after deduction of available tax allowances.

Sometimes additional expenses may be incurred such as fees to sell assets such as property, personal possessions or shares.

There may also be income tax, capital gains tax and possible accountancy fees if specific advice is required.

You can help keep costs to a minimum by providing us with as much information as possible in relation to the estate at the outset.

We handle the payment of the disbursements on your behalf to ensure a smoother process.

Conveyancing

In relation to Conveyancing this firm only acts in relation to the sale of houses when we are also instructed in relation to the probate. In such cases we operate on a fixed fee basis as follows: £550 plus VAT and disbursements.

If work has been undertaken on the file and the sale falls through then we reserve the right to make a charge reflective of the work undertaken. All our prices are subject to VAT.

Experience and Qualifications of staff undertaking work

Please see the 'About us' section on our website for further information on our fee earners.

Helen Scott & Rebecca Humphreys
September 2024