

Estate Administration Services

Our Fees — April 2026

Apply for the Grant, Collection and Distribution of Assets

Our hourly charging rates range from **£170 to £480** (plus VAT at 20%).

Based on the facts below, we estimate this matter will take **30–50 hours** at the hourly rate of the lawyer instructed. Total costs may therefore range from **£5,100 to £24,000** (plus VAT at 20%).

The exact cost will depend on individual circumstances. For example, if there is one beneficiary and no property, fees will be at the lower end of the range. Multiple beneficiaries, more than one property, or numerous bank accounts and investments will move fees towards the higher end.

We will handle the full process - writing to asset holders to ascertain relevant information, obtaining the Grant of Probate, and submitting an informal tax return (if applicable) for the administration period. **This quote applies to estates where:**

- There is a valid Will
- There is no more than one residential property
- There are no more than three bank or building society accounts
- There are no intangible assets
- There are one to four beneficiaries
- There are no disputes between beneficiaries on division of assets (disputes are likely to increase fees)
- There is no inheritance tax payable and the executors do not need to submit a full account to HMRC (an 'excepted' estate)
- There are no claims made against the estate

Disbursements and Expenses Not Included in This Fee

- Probate application fee of **£300** (includes one copy of the Grant)
- Bankruptcy-only Land Charges Department searches: **£6 plus VAT per beneficiary**
- Money Laundering verification fees: **£7.80 plus VAT per client name**
- Bank Telegraphic Transfer fees: **£35 plus VAT**
- London Gazette notice: **£96.55 plus VAT** - protects against unexpected claims from unknown creditors
- Local newspaper notice: **circa £200 plus VAT** (subject to local rates) - further protection against unexpected claims
- Other disbursements payable to third parties (e.g. court fees). We handle payment on your behalf but will request monies on account to cover these costs

Potential Additional Costs

- If there is no Will and/or the estate includes shareholdings (stocks and bonds), additional fees may apply - we can provide a more accurate quote once we have further information
- Additional copies of the Grant: **£16 each** (usually one per asset holder)
- Sale or transfer of any property in the estate is not included in this quote
- Professional valuation of personal chattels - we can obtain a quote for professional fees
- Chartered Surveyor property valuation - we can obtain a quote for professional fees
- Income tax returns for the period to death - we can provide a quote
- Complex estate registration and income tax returns for the administration period - we can provide a quote
- TRS registration if the estate includes trusts or continues for more than two years after death

- Deeds of Variation
- Additional correspondence relating to identifying beneficiaries
- Any disputes arising
- Anything that comes to light during the course of administration

How Long Will This Take?

We expect the likely timescale to comprise **three to six months to obtain the Grant of Probate/Letters of Administration**, depending on a number of factors including:

- Speed of response from institutions such as banks, brokers, and other financial institutions
- Time required by professional valuers to prepare valuations of any properties or business assets
- Speed with which HMRC deals with any necessary Inheritance Tax account and enquiries
- Response times from the Department for Work and Pensions and its agencies
- Speed with which the Probate Registry deals with the application
- Whether any Caveat or challenge to the Will is received

A further **six to twelve months** will typically be required to complete the administration. This frequently depends on whether notices for claims on the estate need to be placed, and whether any claim is made by creditors or disappointed prospective beneficiaries. **We advise waiting ten months from the date of the Grant of Probate before distributing the estate.**

Occasionally, administration may take longer than twelve months - for example in particularly complex estates or those involving inheritance tax business property relief and/or agricultural property relief.

Fixed Fee Service

Grant of Probate Only

We offer a fixed fee service limited to obtaining the Grant of Probate on your behalf. This service covers completing the necessary paperwork, from the information you provide, to enable the Grant of Probate to be obtained.

Service	Fee (plus VAT at 20%)
Application for Grant of Probate (no IHT return required)	£2,750 – £3,450
Complete IHT400 form and application for Grant of Probate	£4,950 – £5,950

As part of our fixed fee service we will:

- Provide you with a dedicated and experienced member of the team, supervised by an experienced probate solicitor
- Accurately identify the type of probate application you will require
- Complete the probate application and the relevant HMRC forms
- Draft the Legal Statement for you to sign
- Make the application to the Probate Court on your behalf
- Obtain the probate and securely send as many copies as you require

If you need us to advise on any aspect of the estate, this will be charged separately at the hourly rate of the lawyer acting.

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- Bank Telegraphic Transfer fees: **£35 plus VAT**
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Estate Administration Services – Our Fees. Reviewed and updated April 2026. This document is for guidance only and does not constitute legal advice. Fees are subject to VAT at the current rate of 20%.