

## Probate (uncontested) pricing guide

We are required by the Solicitors Regulation Authority to publish the below pricing information.

**Kindly note that the information provided below applies solely to the specific circumstances outlined. Unless a fixed fee is explicitly stated to be applicable to all cases of that type, the details are intended as a general guide. Please contact us for a tailored fee proposal based on your unique facts and circumstances.**

This type of work is overseen by Mrs Serpil Ersan, our Managing Director and Solicitor

### Qualifications and experience:

#### **Mrs Serpil Ersan – Managing Director, Partner and Solicitor – Grade A**

Mrs Serpil Ersan is the head of our team and has many years of experience. She has been carrying out probate work since 2012.

Mrs Serpil Ersan qualified as a solicitor on 15/10/2001 after obtaining her degree from Ankara University and has furthered her education by completing the Graduate Diploma in Law and the Legal Practice Course at the College of Law. She completed her training contract at Levenes Solicitors before founding Ersan and Co Solicitors in 2008.

#### **Mrs Dilan Yakut –Solicitor – Grade C**

Dilan earned a Law degree from the University of Leicester and successfully completed the Legal Practice Course at the University of Law. She began her training contract with us in January 2021 and qualified as a solicitor in January 2023. She is a valued member of our probate, wills, and litigation team.

### Our fees

Our fees for probate work will generally be undertaken on a time basis at our hourly rates listed below, in some cases, we may agree a fixed fee upon request.

We have detailed the average costs by the complexity of the matter. These are based on factors such as the number and type of assets in the Estate (for example a property and investments), the number of beneficiaries and the tax position of the Estate (Inheritance Tax, Capital Gains Tax and Income Tax).

A note on value added tax (VAT) – The figures below show VAT inclusive and VAT exclusive rates. VAT is chargeable on legal services at the standard rate: 20%. However, if you are resident abroad, VAT may not be chargeable. Please inform us if you are not permanently resident in the United Kingdom.

### Hourly rates:

	£ excl VAT at 20%	£ incl VAT at 20%
Grade D - Paralegal	£143 / hour	£171.60 / hour
Grade D - Trainee	£143 / hour	£171.60 / hour

Grade C – Solicitor / legal executive (less than 4 years experience)	£204 / hour	£244.80 / hour
Grade B - Senior Solicitor (4 or more years experience)	£256 / hour	£307.20 / hour
Grade A - Partner	£312 / hour	£374.40 / hour

**Initial Consultation & Assessment:**

Fee: £100 - £300 excl VAT (£120 - £360 incl VAT).

This fee may be waived if you proceed with full services as listed below in the tables.

**Simple case**

A simple case would be a non-taxable Estate with no Trusts and no property and the Estate passes to one beneficiary/two beneficiaries. The average number and type of assets in the Estate would range from including one or two bank accounts, life policy and private pension. The average value of an Estate of this sort would be less than £200 000.

**Our fee estimates for a simple case:**

We anticipate this will take between 10 and 15 hours at an hourly rate of £143 plus VAT at 20% supervised at an hourly rate of £312 plus VAT at 20%

	Incl VAT at 20%	Excl VAT at 20%
Cost	£2400 to £4800	£2000 - £4000

The simple case fee assumes the following:

- There is a valid Will
- There is no property
- There are no more than two bank accounts
- There are no other intangible assets (shares, National Savings products)
- There are no more than two beneficiaries
- There are no disputes between beneficiaries
- There is no Inheritance Tax to pay and the Executors do not need to submit a full Inheritance Tax account to HM Revenue and Customs
- There are no claims against the estate by DWP for overpayment of means tested benefits
- There are no claims by HM Revenue and Customs for underpayment of income tax prior to death owing to under/ no declaration of income

**What is included in the fee estimates above?**

- Applying for the grant, collecting and distributing the assets which includes registering the death with all organisations, obtaining the relevant death information for completion of applicable forms, notifying beneficiaries of their entitlement, preparing and submitting the grant application, encashing/transferring the assets of the estate, settling the liabilities of the estate, completing the Inheritance Tax Account or Inheritance Tax Return (if applicable), Settling the Income Tax and Capital Gains Tax position (if applicable), preparing the finale Estate Account, and distributing the Estate to the beneficiaries and issuing tax certificates (if applicable).

Once we have confirmed your instructions, we will provide you with a fee estimate.

**Disbursements (not included in the table above)**

These are charges payable to third parties which are incurred in the course of us undertaking your probate matter. You will be required to pay disbursements in addition to our fees. We process the payment of disbursements on your behalf to ensure a smoother process. Please contact us for an estimate of the disbursements that are likely to be relevant to your matter, as actual disbursements can vary significantly between matters. Some examples of disbursements that may be incurred on your matter are set out below:

- Probate application fee £273 and additional copies of the grant (£1.50 each).
- £5 - £7 ex VAT or £6 - £8.40 incl VAT swearing of the oath (per executor)
- Land registry searches £3 each
- £150 ex VAT or £180 incl VAT post in the London Gazette – protects the Estate against unexpected claims from unknown creditors
- £150 ex VAT or £180 incl VAT post in a local newspaper – this also helps protect the Estate against unexpected claims.
- Translation Costs: Certified translations (£25-£100 per page, excl VAT or £30 - £120 incl VAT).

#### **Expenses (not included in the table above or an agreed fixed fee)**

These are sums that we charge clients in relation to third party costs we incur in connection with undertaking your matter. You will be required to pay expenses in addition to our fees. Please contact us for an estimate of the expenses that are likely to be relevant to your matter, as actual disbursements can vary between matters. Some examples of expenses that may be incurred on your matter are set out below:

- **Money transfer fees –**
  - This fee is often charged for processing and transferring funds during the transaction.
  - Estimated range: £20 to £60 incl. VAT (approximately £16.67 to £50 excl. VAT).
- **Electronic Anti Money Laundering Search fee:**  
This fee is for conducting AML checks required by law to ensure compliance.  
Estimated range: £15 to £50 incl. VAT (approximately £12.50 to £41.67 excl. VAT).

If there are any other applicable disbursements or expenses, we will notify you and obtain your approval before expenditure on such a disbursement or expense.

#### **Potential additional costs (not included in the table above or an agreed fixed fee)**

- If there is no will or the estate consists of any shareholdings (stocks and bonds) there are likely to be additional costs that could range significantly depending on the estate and how it is to be dealt with.
- If any additional copies of the grant are required, they will cost £1.50 (1 per asset usually)
- Dealing with the sale or transfer of any property in the estate is not included.
- Dealing with valuable or specialist personal chattels (e.g. paintings, jewellery, classic vehicles)

#### **Timings and key stages – simple case**

On average, simple case estates are dealt with between 4 to 8 months. Typically, obtaining the grant of probate takes 8 to 12 weeks. Collecting assets then follows, which can take between 2 to 4 months. Once this has been done, we can distribute the assets, which normally takes between 4 to 8 weeks.

## Medium case

A medium case would usually be an estate where the value was in excess of the Inheritance Tax Nil Rate but less than £1million although Inheritance Tax might not always be payable. It may also include Estates where the Residence Nil rate Band needs to be claimed where this would not fall into a Higher Complexity case. There may be Trusts and one or more properties as well as more than 2 beneficiaries. The average number and type of assets in the Estate would range from multiple bank accounts, life policy and private pension. The average value of the Estate of this sort would be less than £500 000

### Our fee estimates for a medium case:

We anticipate this will take between 25 and 50 hours at an hourly rate of £143 plus VAT at 20% supervised at an hourly rate of £312 plus VAT at 20%

	Incl VAT at 20%	Excl VAT at 20%
Cost	£4800 to £12000	£4000 – £10000

The medium case fee assumes the following:

- There is a valid Will
- There may be one or two properties
- There are up to five bank accounts
- There are limited intangible assets (shares, National Savings products)
- There may be more than two beneficiaries
- There are no disputes between beneficiaries
- The Executors may need to submit a full Inheritance Tax account to HM Revenue and Customs
- There are no claims against the estate by DWP for overpayment of means tested benefits
- There are no claims by HM Revenue and Customs for underpayment of income tax prior to death owing to under/ no declaration of income

### What is included in the fee estimates above?

- Applying for the grant, collecting and distributing the assets which includes registering the death with all organisations, obtaining the relevant death information for completion of applicable forms, notifying beneficiaries of their entitlement, preparing and submitting the grant application, encashing/transferring the assets of the estate, settling the liabilities of the estate, completing the Inheritance Tax Account or Inheritance Tax Return (if applicable), Settling the Income Tax and Capital Gains Tax position (if applicable), preparing the finale Estate Account, and distributing the Estate to the beneficiaries and issuing tax certificates (if applicable).

Once we have confirmed your instructions, we will provide you with a fee estimate.

### Disbursements (not included in the table above or an agreed fixed fee)

These are charges payable to third parties which are incurred in the course of us undertaking your probate matter. You will be required to pay disbursements in addition to our fees. We process the payment of disbursements on your behalf to ensure a smoother process. Please contact us for an estimate of the disbursements that are likely to be relevant to your matter,

as actual disbursements can vary significantly between matters. Some examples of disbursements that may be incurred on your matter are set out below:

- Probate application fee £273 and additional copies of the grant (£1.50 each).
- £5 - £7 ex VAT or £6 - £8.40 incl VAT swearing of the oath (per executor)
- Land registry searches £3 each
- £150 ex VAT or £180 incl VAT post in the London Gazette – protects the Estate against unexpected claims from unknown creditors
- £150 ex VAT or £180 incl VAT post in a local newspaper – this also helps protect the Estate against unexpected claims.
- Translation Costs: Certified translations (£25-£100 per page, excl VAT or £30 - £120 incl VAT).
- Valuation Fees: Property valuations (£200-£800, excl VAT or £240 - £960 incl VAT) and estate valuations (£500-£1,500, excl VAT or £600 - £1800 incl VAT).
- Other Third-Party Costs: Trust registration fees (£100-£200 excl VAT or £120 - £240 incl VAT) and accountant's fees for estate tax returns (variable, plus VAT).

### **Expenses (not included in the table above or an agreed fixed fee)**

These are sums that we charge clients in relation to third party costs we incur in connection with undertaking your matter. You will be required to pay expenses in addition to our fees. Please contact us for an estimate of the expenses that are likely to be relevant to your matter, as actual disbursements can vary between matters. Some examples of expenses that may be incurred on your matter are set out below:

- **Money transfer fees –**
  - This fee is often charged for processing and transferring funds during the transaction.
  - Estimated range: £20 to £60 incl. VAT (approximately £16.67 to £50 excl. VAT).
- **Electronic Anti Money Laundering Search fee:**  
This fee is for conducting AML checks required by law to ensure compliance.  
Estimated range: £15 to £50 incl. VAT (approximately £12.50 to £41.67 excl. VAT).

If there are any other applicable disbursements or expenses, we will notify you and obtain your approval before expenditure on such a disbursement or expense.

### **Potential additional costs (not included in the table above or an agreed fixed fee)**

- If there is no will or the estate consists of any shareholdings (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.
- If any additional copies of the grant are required, they will cost £1.50 (1 per asset usually)
- Dealing with the sale or transfer of any property in the estate is not included.
- Dealing with valuable or specialist personal chattels (e.g. paintings, jewellery, classic vehicles)
- Surveyors property / land valuation fees
- Accountants business valuation fees
- Foreign bankruptcy searches

### **Timings and key stages – medium case**

On average, medium case estates are dealt with between 9 months to 2 years. Typically, obtaining the grant of probate takes 8 to 12 weeks. Collecting assets then follows, which can take between 4 to 6 months but may take longer depending on the type of property. Once this has been done, we can distribute the assets, which normally takes between 2 to 4 months.

## Complex case

### Our fee estimates for a complex case:

	Incl VAT at 20%	Excl VAT at 20%
Cost	FROM £12000	FROM £10000

Factors affecting the complexity of medium and complex cases could be the following:

- Inheritance Tax due
- Large number of beneficiaries
- Large number of and / or labour-intensive assets
- A number of individual shareholdings rather than held within a portfolio
- Rental properties
- Foreign assets
- Small businesses
- Farmland
- Related Trusts
- Complicated tax calculations e.g. taxable gifts, Capital Gains Tax calculations for multiple assets, foreign income
- Disputes with HMRC e.g. valuation over assets
- Disputes with the District Valuer
- Inland Revenue enquiries relating to non or under declaration of income during lifetime.
- Business Property Relief claims
- Agricultural Property Relief claims
- A number of potentially taxable lifetime gifts and/or claims for gifts from surplus income.

### What is included in the fee estimates above?

- Applying for the grant, collecting and distributing the assets which includes registering the death with all organisations, obtaining the relevant death information for completion of applicable forms, notifying beneficiaries of their entitlement, preparing and submitting the grant application, encashing/transferring the assets of the estate, settling the liabilities of the estate, completing the Inheritance Tax Account or Inheritance Tax Return (if applicable), Settling the Income Tax and Capital Gains Tax position (if applicable), preparing the finale Estate Account, and distributing the Estate to the beneficiaries and issuing tax certificates (if applicable).

Once we have confirmed your instructions, we will provide you with a fee estimate.

### Disbursements (not included in the table above or an agreed fixed fee)

These are charges payable to third parties which are incurred in the course of us undertaking your probate matter. You will be required to pay disbursements in addition to our fees. We process the payment of disbursements on your behalf to ensure a smoother process. Please

contact us for an estimate of the disbursements that are likely to be relevant to your matter, as actual disbursements can vary significantly between matters. Some examples of disbursements that may be incurred on you matter are set out below:

- Probate application fee £273 and additional copies of the grant (£1.50 each).
- £5 - £7 ex VAT or £6 - £8.40 incl VAT swearing of the oath (per executor)
- Land registry searches £3 each
- £150 ex VAT or £180 incl VAT post in the London Gazette – protects the Estate against unexpected claims from unknown creditors
- £150 ex VAT or £180 incl VAT post in a local newspaper – this also helps protect the Estate against unexpected claims.
- Translation Costs: Certified translations (£25-£100 per page, excl VAT or £30 - £120 incl VAT).
- Valuation Fees: Property valuations (£200-£800, excl VAT or £240 - £960 incl VAT) and estate valuations (£500-£1,500, excl VAT or £600 - £1800 incl VAT).
- Other Third-Party Costs: Trust registration fees (£100-£200 excl VAT or £120 - £240 incl VAT) and accountant's fees for estate tax returns (variable, plus VAT).

### **Expenses (not included in the table above or an agreed fixed fee)**

These are sums that we charge clients in relation to third party costs we incur in connection with undertaking your matter. You will be required to pay expenses in addition to our fees. Please contact us for an estimate of the expenses that are likely to be relevant to your matter, as actual disbursements can vary between matters. Some examples of expenses that may be incurred on you matter are set out below:

- **Money transfer fees –**
  - This fee is often charged for processing and transferring funds during the transaction.
  - Estimated range: £20 to £60 incl. VAT (approximately £16.67 to £50 excl. VAT).
- **Electronic Anti Money Laundering Search fee:**  
This fee is for conducting AML checks required by law to ensure compliance.  
Estimated range: £15 to £50 incl. VAT (approximately £12.50 to £41.67 excl. VAT).

If there are any other applicable disbursements or expenses, we will notify you and obtain your approval before expenditure on such a disbursement or expense

### **Potential additional costs (not included in the table above or an agreed fixed fee)**

- If there is no will or the estate consists of any of the factors listed above which affect the complexity of the Estate, there are likely to be additional costs that could range significantly depending on the estate and how it is to be dealt with.
- If any additional copies of the grant are required, they will cost £1.50 (1 per asset usually)
- Dealing with the sale or transfer of any property in the estate is not included.
- Dealing with valuable or specialist personal chattels (e.g. paintings, jewellery, classic vehicles)
- Surveyors property / land valuation fees
- Accountants business valuation fees
- Foreign bankruptcy searches
- Specialist accountant to settle Income Tax and Capital Gains Tax position of the Estate in highly complex estates.

### Timings and key stages – complex case

On average, complex case estates take over a year to be dealt with. Typically, obtaining the grant of probate takes 8 to 12 weeks. Collecting assets then follows, which can take between 6 to 8 months. Once this has been done, we can distribute the assets, which normally takes between 2 to 4 months.

### Grant only service

Our Grant only service only entails obtaining the Grant of Probate or Letters of Administration from the Probate Registry. We would not handle the full administration of the estate, such as distributing assets or settling debts. Please contact us to establish whether this service is suitable for your needs.

#### Our fee estimates for a Grant only service:

We anticipate this will take between 15 and 30 hours at an hourly rate of £143 plus VAT at 20% supervised at an hourly rate of £312 plus VAT at 20%

	Incl VAT at 20%	Excl VAT at 20%
Cost	£1200 - £3000	£1000 - £2500

#### What is included in the fee estimates above or an agreed fixed fee?

- Initial consultation – discussing the scope of the estate, the assets involved and the will (if any). We will also check whether you are the executor or who would be the appropriate administrator (if no will or named executors cannot act). We will also provide a clear cost, explaining potential additional charges and potential disbursements (see below).
- Gather required information – We will advise you on gathering information about the assets, guide you on obtaining accurate valuations and determine whether the Estate is taxable and assist with relevant IHT forms.
- Preparation of Probate application forms – we will complete applicable forms and provide guidance on paying any IHT due (if applicable) and then prepare the relevant forms required for the Grant of Probate or Letters of Administration.
- Review the Will (if applicable) and advise on validity and confirm named executors.
- Submission of application to Probate Registry together with supporting documentation
- Grant issuance – receipt of Grant of Probate or Letters of Administration and provide you with certified copies if required to enable you to facilitate estate administration.

Once we have confirmed your instructions, we will provide you with a fee estimate/fixed fee.

#### What is not included in a Grant only service or an agreed fixed fee?

- Estate administration – collecting and distributing assets, paying debts and preparing estate accounts.
- Tax filing – assistance with filing income tax returns for the deceased or estate
- Asset valuation
- Disputes – handling disputes over the will or the estate.

#### Disbursements (not included in the table above or an agreed fixed fee)

Disbursements are costs related to your matter that are payable to third parties. We may handle the payment of the disbursements on your behalf to ensure a smoother process. Examples of disbursements are as follows:



- Probate application fee £273 and additional copies of the grant (£1.50 each).
- £5 - £7 ex VAT or £6 - £8.40 incl VAT swearing of the oath (per executor)

If there are any other applicable disbursements, we will notify you and obtain your approval before expenditure on such a disbursement

### **Timings and key stages – Grant only service**

On average, Grant only services are dealt with between 4 – 12 weeks.

### **Next steps**

We very much hope that the above general information has been of use. If you would like a bespoke quotation tailored to your facts and circumstances, please contact us:  
[info@ersans.co.uk](mailto:info@ersans.co.uk)

Version: 1.1

Implementation date: 25/01/2025