



Probate and Estate Administration Fees

... finding solutions. Expert, affordable legal advice when you need it the most

Committed to effective legal solutions for you

“Success comes from hard work and having a team of people who are on hand to give you the support you need. We work in partnership with our clients and take a proactive approach to managing our relationship. We strive to ensure that you can leave any problems behind with us and we’ll resolve them for you. We want clients to feel valued; this charter is at heart of what we do”.

Stuart Hutton (Founding Partner)

Why use Hutton’s?

When you have suffered a bereavement, dealing with the estate of a loved one can be a distressing and daunting task. Whilst it is a mark of respect to have been appointed as an Executor of somebody’s estate, it brings with it a great deal of responsibility and a risk of personal financial liability if problems arise.

At Hutton’s we have offices conveniently located in and around Cardiff and are on hand to help you every step of the way. We can:

- provide all the expert advice, assistance and reassurance necessary to make the process as straightforward as possible;
- alleviate your burden;
- visit you at home if required.

We have many years’ experience in both wills and the administration of estates so you can have peace of mind that we will ensure that everything is dealt with smoothly, efficiently and always in a sensitive manner. You can be assured of a considered, cost effective and professional service at all times, undertaken by our approachable team who genuinely care about their clients.

Hutton’s Fee Schedule – January 2023

We will always provide you with an estimate of our fees before beginning work on your behalf so you know what to expect.

We charge on an hourly rate basis, based upon the hourly rate of the fee earner allocated to act for you (see details of our fee earners and their hourly rates below).

Our fees for dealing with a straightforward administration consisting of a property and up to four bank accounts where there is no inheritance tax to pay is likely to cost in the region of £3,000 plus VAT together with disbursements (see below for details of disbursements).

In more complex estates with multiple assets and/or beneficiaries, or where there is inheritance tax to pay, our fees are likely to be in the region of £7,000 plus VAT and disbursements.

In cases where we are appointed by the Will to act as the executors, we will charge an additional 1% of the value of any property and 1.5% of the gross estate.

For example, in an estate where we are acting executors where there is a property valued at £350,000 together with bank accounts and investments totalling £150,000, we will charge on an hourly rate basis together with the additional percentage fee of £5,750 plus VAT.

We can also act on a “grant only” basis where we obtain the Grant of Probate/Letters of Administration on your behalf for a fee of £1,000 plus VAT and disbursements.


Disbursements and Taxes


Disbursements are costs related to the administration that are payable to third parties, such as court fees. We handle the payment of the disbursements on your behalf and will usually require a payment on account to cover these. Disbursements that apply in the administration of an estate are as follows (exclusive of VAT unless otherwise stated):

- Probate application fee £273 plus £1.50 for each additional official copy;
- Bankruptcy searches for each beneficiary: £2 per full name;
- Statutory advertisements – approximately £240 including VAT. These protect against unexpected claims from unknown creditors

Inheritance Tax is payable at 40% on the value of a person’s taxable estate after allowances and exemptions have been applied. We can also advise you about the most tax efficient way to deal with the administration to minimise exposure to capital gains tax for example.

Who will be dealing with my case?

Lawyer	Qualification	Experience	Work undertaken	Hourly Rate
 <p>Julie Carvey</p>	Partner	Julie is the head of our Wills and Probate Team with many years' experience of dealing with all types of estates.	Administration of complex estates and advice regarding mitigation of tax and estate planning. She is also responsible for supervising the work of the rest of the team.	£250

 <p>Laura Brown</p>	Associate	<p>Laura is a very experienced member of the team with a number of years' experience of dealing with estate administration.</p>	<p>Administration of estates ranging from straight forward matters through to complex and taxable estates.</p>	£220
 <p>Annalee Pardoe</p>	Paralegal	<p>Annalee worked for some time in property before joining our probate team in 2020.</p>	<p>Annalee assists with estate administration including valuations of personal items and coordinating property sales.</p>	£150
 <p>Elinor Hicks</p>	Solicitor	<p>Elinor qualified in September 2022. Prior to that she worked for some time in property, gaining considerable experience in conveyancing, before joining our probate team in 2022.</p>	<p>Administration of estates and associated conveyancing, lasting powers of attorney and wills</p>	£180



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