

# ProTrust

## Estate Planning

### ESTATE PLANNING SERVICES

#### COSTS & CHARGES

The fixed costs set out below are inclusive of our first discussion (usually 1-2 hours) and inclusive of subsequent meetings to run through draft documents. Those meetings may be in person at our offices or by video conference call. Time spent in providing additional or separate advice in writing or at further meetings and any documentation not referred to below is chargeable at a standard hourly rate (provided at the foot of this document).

Costs marked with an “\*” are costs that shall involve certification/completion from our nominated solicitor/chartered accountancy practice, and the overall cost to be confirmed by that firm. Save where indicated in this document or in our letter of engagement, it shall be expected that there shall not be any additional fee from that firm to you (other than disbursements). Disbursements to other parties such as HM Land Registry and The Office of the Public Guardian (OPG) may apply.

#### DOCUMENT PREPARATION

##### WILLS

<b>NEW WILL PREPARATION</b> (inclusive of a full review, preparation of a basic Will structure to include all usual clauses and administration provisions - no accompanying trusts or side documents)	£345+vat per person
<b>NEW TRUST WILL PREPARATION</b> (inclusive of a full review and your IHT position, advice on options and all provisions, preparation of the Will-trust protection structure and all accompanying usual will clauses and administration provisions and inclusive of preparing the accompanying Memorandum of Wishes)	£750+vat per person
<b>CODICIL</b> (to update existing Wills or Memorandum of Wishes with non-structural changes)	£145+vat per person

##### LIFETIME FAMILY TRUSTS (GIFT & LOAN)

<b>DISCRETIONARY OR FLEXIBLE LIFE INTEREST TRUST</b> (usually capped at a trust value of £325,000 per person) Including a full review of your estate planning and IHT position, preparation of the trust Settlement	£750+vat per person*
<b>DOCUMENTS TO ACCOMPANY THE TRUST</b> Supplemental Deeds (setting out future administration and destination of assets)	£495+vat per person*

Including where appropriate, assistance with preparing HMLR documents and to record as applicable the Trusts and registration at HM Land Registry (HMLR disbursements may apply in addition)

### **DEED OF VARIATION TRUSTS**

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(usually capped at a trust value of £325,000 per person)

Including a full review of your estate planning and IHT position, preparation of the trust Settlement

£750+vat per person\*

#### **DOCUMENTS TO ACCOMPANY THE TRUST**

Supplemental Deeds (setting out future administration and destination of assets)

Including where appropriate, assistance with preparing HMLR documents and to record as applicable the Trusts and registration at HM Land Registry (HMLR disbursements may apply in addition)

£495+vat per person\*

\*\*For all Lifetime Trusts or Deed of Variation Trusts – there will be elements of ongoing Trust Management – and we will send out a separate letter of engagement (from our Trust Management department) in that regard to cover those elements of ongoing work\*\*

### **HMRC TRUST REGISTRATION**

With the Trust Registration Service (TRS)

Including all work required to register an 'active' trust.

£275+vat per trust

### **ARRANGING LIFE POLICIES INTO TRUST**

Fixed fee for arranging for your Life Policy or death in service pension benefit to be written into trust

(2<sup>nd</sup> or subsequent policies)

£395+vat per policy\*

(£150+vat per policy)

### **INHERITANCE TAX CALCULATION AND REVIEW**

Preparation of a working IHT assessment covering your current expected IHT position (for a married couple or individual)

£350+vat  
(for a couple or individual)

### **LASTING POWERS OF ATTORNEY (LPAs)**

**PREPARATION OF LPA** (Financial or Health & Welfare):

£260+vat per LPA

For preparing **both** LPAs together (Financial and Health & Welfare)

(50% off the second LPA i.e. a charge of £130+vat instead of £260+vat)

Therefore, **combined** total cost of preparation of both LPAs:

£390+vat

#### **REGISTRATION AT THE OFFICE OF THE PUBLIC GUARDIAN**

(Financial or Health & Welfare):

£180+vat per LPA

Work to register **both** LPAs together (Financial and Health & Welfare) at the OPG

(50% off the second LPA i.e. a charge of £90+vat instead of £180+vat)

Therefore, **combined** total cost for work to register 2 LPAs is £270+vat £270+vat

*Note: LPA OPG registration fees will apply for registration of LPAs  
£82 per LPA*

#### **LPA UPDATES**

Updating of LPA information to the Office of the Public Guardian on your behalf. £45+vat

#### **GENERAL POWER OF ATTORNEY**

Advice and preparation of a General Power of Attorney: £275+vat per person  
(This charge shall be waived if LPAs are undertaken also)

#### **PROPERTY WORK**

##### **TRANSFER OF OWNERSHIP (at no financial consideration)**

Including either a formal Land Registry transfer or a Transfer of Equity under a Declaration of Trust. £495+vat per property estimated\*

Obtaining Office Copies of the Land Registry Title

Assisting with preparation of TR1 and AP1 or ancillary Land Registration forms.

Solicitors costs & HMLR disbursements for finalisation and lodgement to HMLR are to be confirmed in addition.

Note:

if separate consent(s) are needed from Existing Management

Company/Mortgage Company: additional charge from the conveyancing solicitors will apply for any such mortgage/charge consent.

##### **FIRST REGISTRATION OF TITLE (FOR UNREGISTERED LAND)**

Obtaining original Title Deeds, checking the root of Title, preparing an up-to-date Epitome of Title, preparing the list of documents and the HM Land Registry forms FR1 and DL. £995+vat per property estimated\*

##### **TENANTS IN COMMON OWNERSHIP (FROM JOINT TENANTS)**

On the assumption the property is already registered at HM Land Registry in joint names (as joint tenants) £295+vat per property (50% of the cost for 2<sup>nd</sup> property)\*

Including obtaining Office Copy Entries of the Land Registry Title

Preparation of Notices and arranging completion of Land Registration forms for the Land Registry submission

#### **COURT OF PROTECTION WORK**

Assisting with Deputyship applications (for persons lacking sufficient mental capacity & where no LPAs are in existence): £950+vat\*

Costs are guided and often fixed by the Court of Protection.

For other Court of Protection applications: hourly rate charges apply.

#### **MEETINGS & ADVICE WORK**

##### **VIDEO MEETINGS (TEAMS/ZOOM CALLS)**

1<sup>st</sup> Meeting or Discussion No additional charge

Upon Instruction: 2<sup>nd</sup> (or 3<sup>rd</sup>) meeting to run through draft documents No additional charge

Meetings for additional advice and assistance Hourly Rates (see below)

**MEETINGS AT ONE OF OUR OFFICES**

1 <sup>st</sup> Meeting or Discussion	No additional charge
Upon Instruction: 2 <sup>nd</sup> (or 3 <sup>rd</sup> ) meeting at one of our offices to run through draft documents	No additional charge
Meeting for Witnessing documents	No additional charge
Meetings for additional advice and assistance	Hourly Rates (see below)

**OUT OF OFFICE APPOINTMENTS**

1 <sup>st</sup> Meeting or Discussion	No additional charge
Upon Instruction: 2 <sup>nd</sup> (or 3 <sup>rd</sup> ) meeting out of office to run through draft documents	£125+vat per meeting (inclusive of travel expenses)
Meeting for Witnessing documents at one of our offices	No additional charge
Meeting for Witnessing documents (at your home or out of office)	£125+vat per meeting (inclusive of travel expenses)
Meetings for additional advice and assistance	Hourly Rates (see below)

**HOURLY CHARGING RATE**

For separate advice, ongoing acting and reviews following completion of primary documents (Wills etc), meetings, document review and preparation.

Robert Cartmell – Director	£295+vat per hour
Jeremy Mills – Director	£295+vat per hour
Support Staff	from £140+vat per hour

**STORAGE**

(of all original completed documents, a one-off payment):	£45+vat per person
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