

Disbursements

Disbursements are the costs of necessary services provided by third party specialists in order to provide our Grant of Representation and Estate Administration Service.

The costs of disbursements are charged in addition to the fixed fee for our Grant of Representation and Estate Administration Service. These are set out below.

1. Standard Disbursements

These are always required to provide our Grant of Representation and Estate Administration Service.

Disbursement	Explanation	Est. cost per item	Est.
Bankruptcy search	To ensure that no personal representatives or beneficiaries of the Estate are bankrupt.	£2 per search	£18
Oath fee	The fee required to swear an Oath in order to obtain the Grant of Representation.	£5	£5
Exhibit fee	The Will and any codicils are the exhibits. There is a charge per exhibit when sworn with the Oath.	£2 per exhibit	£2
Probate Court application fee	The Court fee to obtain the Grant of Representation	£155	£155
Additional copies of the Grant of Representation	Each institution relevant to the Estate requires an original Court copy of the Grant of Representation.	50p per copy	£3
Statutory advert - London Gazette	To advertise the Estate in the London Gazette in order to reduce the risk of future claims being made.	£70	£70
Statutory advert - local paper	To advertise the Estate in the local area in order to reduce the risk of future claims being made.	£60-£180 depending on location	£110 (average)
Early Distribution Insurance	Instead of statutory advert to cover the risk of future claims.	From £150 depending on Estate value	£225 (average)
Unclaimed Asset Register Search	To see if the Estate has any assets registered as unclaimed.	£25	£25
Standard Disbursements Estimate (based on statutory adverts in London Gazette & local paper. Where applicable, disbursements are inclusive of VAT.			£388
Standard Disbursements Estimate (based on using Early Distribution Insurance and excluding the Probate Court Application Fee). Where applicable, disbursements are inclusive of VAT.			£278

2. Additional Service Disbursements

If you use any additional services that do not fall within our Grant of Representation and Estate Administration Service then you may have additional disbursements. These include:

2.1 Disbursements required for the sale or transfer of a property

Disbursement	Explanation	Estimated cost (inc. VAT where applicable) ¹
Energy Performance Certificate (EPC)	Compulsory, detailing the energy efficiency of the property for sale.	£78
Conveyancing and HM Land Registry charges	The legal fee and HM Land Registry fees for the transfer of ownership of a freehold or leasehold property.	Individual quotation depending on the property.
Property management services	Property security, clearance and cleaning. Property and garden maintenance.	Individual quotation depending on the work required.
Royal Mail redirection	To ensure all post is dealt with.	Royal Mail redirection charges.
Professional property valuation	To either i) obtain a standard property valuation; or ii) instruct (if required) a RICS approved property surveyor.	i) Standard property valuation - £60 ii) Individual quotation depending on the survey required.

2.2 Disbursements required due to the specific needs of the Estate

Disbursement	Explanation	Estimated cost (inc. VAT where applicable) ¹
Re-issuing dividend cheques	To replace missing share dividend cheques.	From £15 per cheque, depending on the value of the uncashed dividend.
Lost share certificates	To replace missing share certificates.	From £50 per share certificate that needs reissuing, depending on the value of the missing certificate.
Stockbroker fees	For the sale of shares.	From £20 per shareholding sale depending on the value of the shares.
Financial Asset Search	An enhanced search to see if the Estate has any financial assets that haven't been identified.	£162
Copies of official documents	Copies of birth, death, adoption, marriage, registered civil partnership or divorce certificates if the originals cannot be found.	£30 application fee per person plus £9.25 per certificate.
Searches for missing beneficiaries	In order to search for any missing beneficiaries.	Individual quotation depending on the complexity and knowledge of the Estate.
Contentious matters - Costs and expenses in relation to disputes and/or litigation	For handling contentious matters during the administration of the Estate.	Individual quotation based upon requirements.
Handling exceptional assets	For handling affairs relating to foreign assets (outside England and Wales), heritage assets, business assets and agricultural assets.	Individual quotation based upon requirements.

The disbursement estimates included in the table are subject to change from time to time and the list is not exhaustive. The actual cost of the disbursements incurred during the Estate administration will be detailed on the Estate accounts.