

Our Legal Fees

We are proud to operate a transparent structure for how we charge our Legal Fees.

We provide a premium service and do not compare ourselves with the often “*impersonal*” national or “*online*” firms. With us you get a named contact, an experienced lawyer from start to finish. You do not get a “*tick box case handler*” or paralegal. We prefer fewer cases with a better service. As a result whilst we may not necessarily be the *cheapest* we do think we offer the **best value** and **service**.

All of the below Legal Fees are inclusive of VAT which is charged at the prevailing rate, currently 20%.

Legal Fees for General Advice and Assistance

Whilst a significant amount of our work is charged on a fixed fee case or project basis, there are occasions where we charge on a time taken basis. We will charge you based on the below hourly rates which is charged on a time basis rounded to 6 minute units. Each short letter /email / call will count as a 6 minute unit as a minimum but any which take longer will be charged in multiple units.

Team Member	Hourly (Net)	Hourly (Gross)	Title
Kieran Weisberg	£375.00	£450.00	(Solicitor)
Imogen Moran	£275.00	£330.00	(Private Client Executive)
Helen Harris	£275.00	£330.00	(Commercial Property Executive)
Laura Kellaway	£275.00	£330.00	(Residential Property Executive)
Administration & Support	£125.00	£150.00	

Legal Fees for Residential Conveyancing

The majority of conveyancing proceeds on the basis of a fixed fee service which is usually based on a combination of factors including factors which may increase the amount of work involved (for example a new build leasehold property can take 3 times as long as an established freehold property), the amount of risk involved (such as a high value property), and the urgency of the matter as it may necessitate pausing other matters or working outside of usual hours.

All transactions are unique, so we try to liaise with you for specific details on the outset so we can quote as accurately as possible. Sometimes we commence a matter and during the course

of the transaction we have to liaise with you on updating our fees, this can occur if, for example, there is a title defect.

Property Value Banding (£)	Fee (Exclusive of VAT)	Fee (Inclusive of VAT)
£000,000 - £349,999	£1,495.00	£1,794.00
£350,000 - £699,999	£1,995.00	£2,394.00
£700,000 - £999,999	£2,495.00	£2,994.00
£1,000,000 - £1,350,000	£2,995.00	£3,594.00
£1,350,001 and over	0.25% of price	0.25% of price

Re-mortgage or Transfer of Equity transactions are charged at 75% of our above Fee

Leasehold or Freehold with Estate Management

Properties which are “leasehold” or freehold properties with an estate management element will be charged “**Leasehold Supplement**” of **£834** (£695 + VAT) which covers the substantial additional work involved in reviewing and reporting on the contents of the lease, leasehold information forms and management information paperwork including our drafting of any associated notices or deed of covenant. It is necessary to charge this supplement to take into account the typical 3 – 5 hours additional work.

Additional Conveyancing Fees

Whilst the above fee covers the basic legal fee for the conveyancing, there will be a number of typical cost which are charged on each transaction

Additional Conveyancing Fees	Fee (Net)	Fee (Gross)	Details
Searches Pack	£416.67	£500.00	To include Personal Local Authority Search (Con29 & LLC1), Private Drainage and Water Search, Desktop Environmental and Planning Screening Search, Land Registry and Land Charges Department Official Searches Charged per person and is required on the outset of all new matters and against all persons with a legal or financial interest in the matter, even if we receive “paper” copies of such evidence we still run an electronic check as we have to ensure compliance with International Sanctions / Politically Exposed Persons lists.
AML / Electronic ID Check (Per Person)	£35.00	£42.00	Administration and bank fee in relation to CHAPS payments
Transfer of Funds - CHAPS (over £250,000)	£25.00	£30.00	Administration and bank fee in relation to Faster payments
Transfer of Funds - Faster Payment (under £250,000)	£10.00	£12.00	Properties which are “leasehold”. This covers the substantial additional work involved in reviewing and reporting on the contents of the lease, leasehold information forms and management information paperwork including our drafting of any associated notices or deed of covenant. It is necessary to charge this supplement to take into account the typically 3 – 5 hours additional work.
Leasehold Supplement	£695.00	£834.00	

Freehold with "Estate Management"	£495.00	£594.00	Properties which are freehold properties with an estate management element. This covers the substantial additional work involved in reviewing and reporting on the contents of the transfer of part, management information paperwork including our drafting of any associated notices or deed of covenant. It is necessary to charge this supplement to take into account the typically 3 – 5 hours additional work.
Mortgage Lender Fee (for UK Finance Handbook Lenders)	£95.00	£114.00	Additional legal work needed by the client and the lender in respect of the mortgage secured on the property. If buying then including the additional administration costs associated with complying with Lender Panel requirements and the panel fees charged to us by the Lender, if selling then including the additional administration costs involved in obtaining a redemption statement and redemption of the mortgage

Fees for Less Common Additional Services

Conveyancing is a complex process and on occasion we are required to take additional steps above and beyond that of a “routine” transaction and often these costs will not be apparent at the outset of a transaction and may occur early or sometimes late into the transaction. We will always work with you to try and avoid such surprises and our aim is always to be transparent. As such we detail below some of the Less Common Additional Conveyancing Fees which may or may not occur within any particular transaction.

Less Common Additional Services	Fee (Net)	Fee (Gross)	Details
AML Check for Limited Companies	£75.00	£90.00	Where the seller is a Limited Company, additional identification and beneficial owner checks required by anti-money laundering registration
Companies House Charge Registration	£75.00	£90.00	The administrative fee for the application at Companies House for registering ownership in favour of a Company and any borrowing by it to then be supplied to the Land Registry (and Lender, in some cases).
Company Mortgage - Separate Representation	Price on Application	Price on Application	To additional work in liaising with third party solicitors representing the company mortgage lender
Concessionary / Discounted Purchase	£0.00	£0.00	Reporting to the lender, obtaining any relevant indemnities and preparing Statutory Declarations
Corresponding with third party lawyers or complying with Court Order	Price on Application	Price on Application	Additional work involved in liaising or complying with a third party lawyer or a Court or lender
Deed of Covenant	£150.00	£180.00	Where one is not provided by the Managing Agent, to cover the cost of drafting
Deed of Easement to grant rights	Price on Application	Price on Application	Reviewing and approving the appropriate deed where the owner is required to grant rights (e.g. a right of way) over their land
Deed of Gift	£150.00	£180.00	Where one party wishes to formally document their intention to gift an asset (usual property) to the other party
Deed of Postponement	£150.00	£180.00	Drafting any Deed as required by the first lender where a second lender is also to be registered on the title

Deed of Trust / Declaration of Trust (Basic)	£295.00	£354.00	Where joint purchasers require a declaration setting out their respective interests in the purchased property (other than a basic 50:50 division)
Deed of Variation	Price on Application	Price on Application	Negotiating and approving a variation to a lease where the existing terms are obsolete, incorrect or particularly onerous (to include additional registration tasks)
Expedite Fee	50% of Original Fee		If matter requires urgent attention or fast tracking
Exclusivity or Lock-out Agreement	£300.00	£360.00	Negotiating and approving the agreement, which commits the parties to the transaction prior to exchange of contracts
General Power of Attorney	£300.00	£360.00	Drafting the appropriate Deed where the client requires a third party to act on their behalf
Gifted Deposit	£0.00	£0.00	Where a third party is making a gift of a deposit for use in the transaction, to cover the cost of additional due diligence and recording the gift and reporting to the lender.
Grant of a new Lease	£795.00	£954.00	In addition to the Leasehold Fee where there is a new title and new lease being granted
Help to Buy ISA / Lifetime ISA (Each one)	£0.00	£0.00	Administration fee in connection with Help to Buy or Lifetime ISA. Usually £50 + VAT but we do not charge.
Help to Buy Equity Loan	£0.00	£0.00	Administration fee in connection with Help to Buy Equity Loan. Usually £50 + VAT but we do not charge.
High Rise Buildings (over 11m or 5 storeys in height)	£1,500.00	£1,800.00	Reviewing EWS1 Form, and liaising with Landlord in relation to a Deed of Covenant relating to potential fire regulation costs
HM Land Registry ID1 Form	£295.00	£354.00	Meeting in person, checking ID and completing a Land Registry ID1 Form
Houses in Multiple Occupation (HMO)	£595.00	£714.00	Obtaining a copy of the appropriate licence from the seller/Local Authority, checking and reporting on the same (including to the Lender, if required)
Indemnity Insurance Administration fee	£95.00	£114.00	Additional costs involved in obtaining quotations for policies appropriate to the circumstances, reviewing and arranging such policy or reviewing policy arranged by the other Party's Conveyancer
Independent Legal Advice	£595.00	£714.00	Where we are asked to provide a client with independent legal advice for a third party, such as a lender, in order to establish that a property transaction is being entered into with full knowledge of the legal consequences.
Key Access / Early Access / Licence to Occupy	£295.00	£354.00	Negotiating and approving undertakings regarding access to the property prior to completion or a licence to occupy, for example for renovation or other purposes or delayed completion
Lease Extension clauses for contract and review of a S.42 Notice (not the full Lease Extension Process)	£295.00	£354.00	Limited to the additional work in a bespoke contract clause to pass on the rights of a S.42 Notice including review of the S.42 Notice. This does not include the full works for a lease extension which is a separate body of work
License to Assign	£150.00	£180.00	Drafting and/or arranging the Deed - the lease terms shall dictate whether this is required (it is a formal approval from the Landlord for the seller to sell to the buyer)
Mortgage Fee (for Bridging Loan / Private Mortgages)	Price on Application	Price on Application	When delaying with a Bridging Lender they are usually separately represented which often doubles the amount of work involved.
Multiple or Additional Titles	£295.00	£354.00	Reviewing additional titles where property for sale is registered under more than one title, e.g. a garage or stables, or other titles affect the property in question (cost per title)

New Build Properties	£695.00	£834.00	Substantial additional due diligence is required to ensure that the property comes with the necessary Planning / Building Regulations / Warranty and that all CIL / S.106 and estate roads / sewers are subject to suitable adoption agreements. there will also be a "transfer of part" requiring additional registration.
Occupiers Consent Form	£0.00	£0.00	Administrative work involved in seeking an adult occupier's consent (where they are not a party to the transfer)
Overseas (non UK resident) client or Gifto	£75.00	£90.00	Administrative costs of reviewing additional information in connection with, but not limited to, identity verification, source of funds, notarisation and/or legalisation of documents [please note this does not include legal fees charged by any notary/professional translator or any other body from whom we require information]
Plans (HM Land Registry Compliant Plans)	£300.00	£360.00	To liaising with a plans draftsman for the production of HM Land Registry plans for example to accompany a new lease or a transfer of part [this does not include the actual plan draftsman fee which will vary depending on the number of plans required]
Private Drainage / Septic Tank	£95.00	£114.00	Additional work involved in raising or replying to enquiries for private drainage
Removal of a registered Caution	£150.00	£180.00	Liaising with appropriate third parties to obtain removal of a Caution from the title register
Restriction on title	£150.00	£180.00	Additional legal work involved in identifying the nature of the restriction and the subsequent administrative costs of complying with the same (not chargeable for Standard Form A restriction, registered Legal Charge or leasehold notices)
Retentions	£150.00	£180.00	Negotiating the value and length of time applicable to a retention, in regards to services charges issued after completion but relating to the seller's period of ownership
Rural and Country Homes	£295.00	£354.00	Properties of this type often require additional due diligence to check for matters such as Common Land Registration, or access to a paddock or field, or rights of way.
Shared Ownership	As per Leasehold Fee	As per Leasehold Fee	Whilst there is substantial additional legal work associated with the conveyancing on a shared ownership property as there is a lease and we need to liaise with the Housing Association, we make no additional charge.
Solar Panel / Wind Turbine	£150.00	£180.00	The additional legal work involved in dealing with potential third party leases, application, MSC Certificates, Building Regulation Certificates for a transaction.
Tenancy (each tenant)	£295.00	£354.00	Additional costs for complying information on each individual tenancy, such as the AST, Rent Deposit Certificate, ID etc.
Statutory Declaration	Price on Application	Price on Application	Drafting the appropriate Deed on behalf of the client or other third party as may be required as evidence in a transaction (use of land, for example) [excludes Title Rectification, below].
Title rectification	Price on Application	Price on Application	Drafting the relevant Application to HM Land Registry and accompanying Statutory Declaration to rectify the title.
Transfer of Part	Price on Application	Price on Application	Additional costs involved in preparation of a bespoke Transfer of Part including considering rights, reservations, and covenants.
Unregistered Land	£600.00	£720.00	If the title is unregistered, which means the seller has physical documents determining their ownership, then specialist attention is required to check the title to ensure that following the transaction it can be registered with HM Land Registry with title absolute.

Third Party Disbursements

Third Party Disbursements are costs related to your transaction that are payable to third parties. Some of these costs are known in advance, such as HM Land Registry Registration Fees. Some of these costs may not be known until we receive further information or make enquiries, such as Managing Agents Fees for provision of replies to Leasehold Property Enquiries.

We handle the payment of the Third Party Disbursements on your behalf to ensure a smoother process.

The actual cost of the Third Party Disbursements is essentially out of our control and in theory should be the same no matter which law firm you use, this is because there is no profit or mark up by us on these costs, they are payable to Third Parties.

An estimate of the most common Third Party Disbursements are detailed below, but these are subject to change at short notice as they are charged by third parties and not by us:-

Third Party Disbursements	Fee (estimate as at 24/07/2025)
HM Land Registry: Registration Fees	Variable depending on transaction value and set by Government, see here: https://www.gov.uk/guidance/hm-land-registry-registration-services-fees
Stamp Duty Land Tax / Land Transaction Tax	Variable depending on transaction value and set by Government, see here: For properties in England (HMRC) https://www.tax.service.gov.uk/calculate-stamp-duty-land-tax/#/intro For properties in Wales (WTA) https://gov.wales/land-transaction-tax-calculator
HM Land Registry: Official Copy Documents (we usually 3 documents for freehold and 5 documents for leasehold)	£8.40 per document
Duplicate NHBC Certificate	£45
Duplicate Gas Safe Building Regulations Compliance Certificate	£30
Duplicate Electrical Installation Building Regulations Compliance Certificate	£45
Duplicate HETAS Certificate	£45
Duplicate FENSA Certificate	£45
Duplicate Cavity Insulation Guarantee Agency Certificate	£45
Duplicate Microgeneration Certification Scheme Certificate	Variable – Usually £10 - £50
Indemnity Insurance Policy Premiums	Variable – Usually £15 - £500
Service Charge	Variable
Ground Rent	Variable
Replies to Leasehold Property Enquiries (Form LPE1) from Landlord / Management Company / Managing Agent	Variable – Usually £150 - £350 + VAT
Replies to Freehold Property Enquiries (Form FME1) from Landlord / Management Company / Managing Agent	Variable – Usually £150 - £350 + VAT
Licence to Assign	Variable – Usually £150 - £350 + VAT

Deed of Covenant	Variable – Usually £150 - £250 + VAT
Management Company Membership Fee / Registration Fee	Variable – Usually £50 - £150 + VAT
Certificate of Compliance with a Restriction	Variable – Usually £50 - £150 + VAT

What legal work do we do for this fees?

Our Sale fee includes:

- Liaising with you on file opening and undertaking Identity Checks
- Taking your instructions and liaising with your Estate Agent
- Obtaining the title documents from Land Registry or if unregistered land, from you or your bank
- Liaising with you on the preparation and completion of sale questionnaires / protocol forms
- (if leasehold) Liaising with your managing agent to obtain replies to Leasehold Enquiries Form
- Preparing a sale contract pack and circulating with your Buyers solicitor
- Liaising with you Buyer's solicitor and you with any legal or title enquiries (we do not deal with practical enquiries or those relating to structure or condition)
- Obtaining a mortgage redemption statement from your lender (Mortgage Lender Fee)
- Reporting to you with a financial completion statement
- Liaising with you on the signing of the Contract and Transfer in anticipation of the sale
- "Exchanging Contracts" where the completion date is contractually fixed on your behalf
- "Completion" of your sale by dating the Transfer and forwarding it and any deeds to the Buyer's solicitor
- Redeeming your mortgage out of your sale proceeds (Mortgage Fee)
- Paying your estate agent's commission out of your sale proceeds (Bank Transfer Fee)
- Forwarding the balance of your sale proceeds to a UK Bank Account in your name (Bank Transfer Fee)

We will not usually be required to (although we can for an additional fee)

- Deal with defects in title, such as incorrect name on the deeds or incorrect boundaries or missing land
- Provide your ID to third parties such as Estate Agents
- Visit the Property

- Engage in “negotiations” on price
- Engage in extensive enquiries which do not relate to legal title
- Provide advice on tax implications, you should liaise with an accountant

Additional Costs

When selling property you are likely to incur the below costs which are not included as part of our legal fees:

- **HM Land Registry: Official Copy Documents**

We usually 3 documents for freehold and 5 documents for leasehold transactions but it can vary and is not known until we investigate title. Land Registry charge us £7 per document, as we use the document as part of our service we are required to charge VAT on this cost.

- **Indemnity Insurance Policy Premiums**

It may be necessary to arrange an indemnity policy in order to facilitate the sale if there is a title defect or missing documents or information. This does not remedy the issue but may be a timely and cost effective method of enabling the transaction to proceed. We will charge the true cost of the Indemnity Insurance Policy Premium as a “Third Party Disbursement” and will charge an administration fee of £210 (£175 + VAT) to cover the additional work involved. We are not an insurance broker and we usually obtain “off the shelf” policies from Stewart Title Insurance. Costs are dependent on the nature of the risk and the limit of the indemnity, usually the value of the property. The cost therefore ranges greatly from around **£15 - £500 + IPT**. We will advise you of the costs when known and will either require the sum prior to completion or will pay for the policy out of your sale proceeds.

- **Management Pack (usually only leasehold properties)**

We will need to obtain information from the freehold owner / management company / managing agents relating to the property. This information is often called a “Leasehold Pack” or more formally replies to “Leasehold Property Enquiries LPE1” or “Freehold Management Enquiries FME1”. There can sometimes be multiple third parties, for example a managing agent who deals with Ground Rent and a different managing agent who deals with Service Charges which means sometimes there may be one, two or very rarely three sets of costs. The third parties will charge for providing this information and the fee often is not known to us until we apply on your behalf. We require funds on account from you to make payment. These packs are generally **£250 - £450 + VAT** each and unfortunately they often have a shelf life so may be repeated if your transaction goes abortive or becomes protracted over a few months. On occasion a Buyer may ask more questions which must be answered by the third parties for which they may charge a further fee. This is outside of our control.

- **Licence to Assign (usually only leasehold properties)**

Some properties have a requirement to obtain third party (such as management company or landlord) permission for your sale. The third party will usually charge an administration fee for providing these documents or permissions and this information and the fee often is not known to us until we apply on your behalf. We require funds on account from you to make payment and this is usually before exchange of contracts. These documents or permissions are generally **£150 - £350 + VAT**.

- **Deeds of Covenant (usually only leasehold property)**

Some properties are subject to “covenants”, most frequently these are contained in leases (but not exclusively). They sometimes require that purchasers enter into a “Deed of Covenant” with the beneficiary of the covenant so as to ensure you as the new owner will remain bound by the existing covenants. Sometimes the “Deed of Covenant” will be provided by the Landlord or Managing Agent for which they will often charge a fee (**typically £150 – £250 + VAT**) but sometimes they may require that we prepare it. Sometimes the obligation is for the Seller to pay the cost and sometimes the obligation is for the Buyer to pay the cost. We will advise you of the costs when known and will require the sum prior to completion.

- **Service Charge / Ground Rent (usually only leasehold property)**

Sometimes the property may be subject to a fixed or variable Service Charge of Ground Rent, most frequently these are contained in leases (but not exclusively). It is a common position that the Seller will pay any sums due up to the full accounting year in which completion takes place and in return a “pro rata” apportionment is calculated with repayment on completion from the Buyer for any sum paid for in advance. We will advise you of the amounts when known and may ask that you settle these direct with the management company and provide us with receipts prior to exchange and completion.

- **Leasehold / Freehold Contingency Fee or Reserve Fund Fee (usually only retirement leasehold property)**

Sometimes the property may contain a covenant that on resale a “contingency fee” is paid to the managing agent or a “contribution to the reserve fund” is made. This is quite unusual and usually only seen when selling properties in managed retirement homes. Such fees are usually 1% of the sale price or similar but this is entirely bespoke and we will advise you of the costs when known and will require the sum prior to completion unless it can be paid from the sale proceeds.

Our Purchase fee includes:

- Liaising with you on file opening and undertaking Identity Checks
- Taking your instructions and liaising with your Estate Agent
- Reviewing the contract pack sent to us by the Seller’s solicitor
- Investigating legal title and raising appropriate enquiries relevant to the legal title
- Arranging any necessary searches with third parties and reviewing search results

- Reporting to you on findings
- Liaising with you on your mortgage offer (if any) (Mortgage Fee)
- Liaising with you on the signing of the Contract and Transfer and any other documents
- Reporting to you with a financial completion statement
- “Exchanging Contracts” where the completion date is contractually fixed on your behalf
- Requesting your mortgage funds from the lender (if any) (Mortgage Fee)
- “Completion” of your purchase by Sending completion funds to the Seller’s solicitor and dating the Transfer
- Liaising with you on preparing your Stamp Duty Land Tax Return / Land Transaction Tax (for routine transactions only)
- Applying to HM Land Registry for the updating of the Register of Title (it can take HM Land Registry around 18 months to actually process the registration)
- Any usual post completion dealings with third parties such as freehold owners / managing agents / landlords
- Reporting to you on conclusion of dealings with your up to date Register of Title

We will not usually be required to (although we can for an additional fee)

- Deal with defects in title, such as incorrect name on the deeds or incorrect boundaries or missing land
- Provide your ID to third parties such as Estate Agents
- Visit the Property
- Engage in “negotiations” on price
- Review your structural survey in detail, only the “Issues for your legal advisor” section
- Raise extensive enquiries which do not relate to legal title
- Provide financial advice, such as in relation to your mortgage
- Provide advice on tax implications, you should liaise with an accountant

Additional Costs

When purchasing Property you are likely to incur the below costs which are not included as part of our conveyancing fees:

- **Searches**

A Search Pack is required for all purchase and most re-mortgage transactions. We provide a fixed fee search pack. The charge to us by the searches provider and third parties does vary so for simplicity we charge a fixed fee which includes all that is required and includes our administration fee. The Search Pack will include a regulated Local Authority Search (CON29 and LLC1), a regulated Water and Drainage Search (CON29DW), a Desktop Screening Search (Contaminated Land, Flooding, Ground Stability, Radon, Energy, Transportation, Planning), any required Land Registry or Land Charges Department Official Searches and if required specific additional searches such as a Chancel Check, Coal Mining Search, Cheshire Brine Search or similar. We will report the results of these searches to you prior to exchanging contracts with the Seller(s). **£475 (£395.83 + VAT)**

- **HM Land Registry: Registration Fee**

HM Land Registry charge a fee to register the transaction and to update the Register of Title from the Seller to your name. The fee is based on the value of the property. We will inform you of the fee to be paid when we provide our fee estimate. Where possible we will apply using the HM Land Registry online portal. The fees are set by HM Land Registry and do change, the current schedule of fees are listed here: <https://www.gov.uk/guidance/hm-land-registry-registration-services-fees>

- **Stamp Duty Land Tax / Land Transaction Tax (SDLT/LTT)**

This is the tax which is payable on the purchase of property above a certain price. The fee is dependent on a number of factors including the price that is paid for the property and whether you have additional property other than that which you are purchasing. It is an increasingly complex matter and it is important that you provide us with accurate information when requested to assist with its calculation. This is very bespoke but online calculators are available.

For properties in England (HMRC) <https://www.tax.service.gov.uk/calculate-stamp-duty-land-tax/#/intro>

For properties in Wales (WTA) <https://gov.wales/land-transaction-tax-calculator>

The return must be filled, and the tax paid within 14 days of completion, as such we will usually liaise with you on the calculation and draft return prior to exchange and will require the tax money from you before completion so we hold it in readiness.

We will act as your “tax agent” for the purposes of SDLT/LTT in connection with your transaction which means we will prepare the return on your behalf and we will submit the return online via the relevant tax agency portal. By proceeding with our services and in accepting our terms and conditions, you are also agreeing to authorise us to enter the date of completion of your purchase as the effective date of the transaction for the purposes of SDLT/LTT. We will submit the return to HM Revenue and Customs/Welsh Tax Authority and make payment of the tax due within 14 days of completion taking place.

- **Deeds of Covenant (usually only leasehold property)**

Some properties are subject to “covenants”, most frequently these are contained in leases (but not exclusively). They sometimes require that purchasers enter into a “Deed of Covenant” with the beneficiary of the covenant so as to ensure you as the new owner will remain bound by the existing covenants. Sometimes the “Deed of Covenant” will be provided by the Landlord or Managing Agent for which they will often charge a fee (**typically £150 – £250 + VAT**) but sometimes they may require that we prepare it. Sometimes the obligation is for the Seller to pay the cost and sometimes the obligation is for the Buyer to pay the cost. We will advise you of the costs when known and will require the sum prior to completion.

- **Management Company Membership Fee / Registration Fee (usually only leasehold property)**

Sometimes the property may come with the obligation to join a management company or residents scheme, most frequently these are contained in leases (but not exclusively). They sometimes require the purchaser to take a share in the management company or to apply to the management company to become a member which may sometimes require the completion of a membership form or similar for which the managing agent will usually charge an administration fee (**typically £50 - £150 + VAT**). We will advise you of the costs when known and will require the sum prior to completion.

- **Certificate of Compliance Fee (usually only leasehold property)**

Sometimes the property may have covenants which are protected with a “restriction on title”. This is like a lock at HM Land Registry which will prevent the registration of your ownership until we can evidence compliance with the conditions, usually these will be for the new owner to have liaised with the management company to become a member or sign a deed of covenant (as above). Often this requires the management company to provide a “Certificate of Compliance” or similar for which the managing agent will usually charge an administration fee (**typically £50 - £150 + VAT**). We will advise you of the costs when known and will require the sum prior to completion.

- **Service Charge / Ground Rent (usually only leasehold property)**

Sometimes the property may be subject to a fixed or variable Service Charge or Ground Rent, most frequently these are contained in leases (but not exclusively). It is a common position that the Seller will pay any sums due up to the full accounting year in which completion takes place and in return a “pro rata” apportionment is calculated so that on completion you pay the seller a reimbursement of the Service Charge / Ground Rent which they have paid for in advance. We will advise you of the costs when known and will require the sum prior to completion.

- **Leasehold / Freehold Contingency Fee or Reserve Fund Fee (usually only retirement leasehold property)**

Sometimes the property may contain a covenant that on resale a “contingency fee” is paid to the managing agent or a “contribution to the reserve fund” is made. This is quite unusual and usually only seen when selling properties in managed retirement homes. Such fees are usually 1% of the sale price or similar but this is entirely bespoke

and we will advise you of the costs when known and will require the sum prior to completion unless it can be paid from the sale proceeds.

Unforeseen Complicating Factors and associated costs

Whether buying or selling, the following factors may lead to additional costs being incurred in your matter and this will be on a time basis (please see our hourly charge rates), please note that this is not an exhaustive list:

Unforeseen complicating factors such as:

- Particularly demanding or extensive title enquiries
- Unusual complexities surrounding title, such as separate additional land or rights of way
- Particularly lengthy or time-consuming negotiations
- Site inspections
- Missing documentation such as lost Building Regulation Certificates
- Death of parties involved in the transaction
- Sudden changes to the financial situation to parties involved in the transaction
- Incorrect or misleading information relating to the transaction
- Issues relating to evidence of Identity, source of funds or source of wealth
- Issues established during a structural survey
- Sudden or last minute changes to dates and timeframes
- Having to return mortgage funds due to delayed completion
- Post exchange disputes or delays in completion, such as damage to the property after exchange of contracts
- Post completion disputes or issues, such as breaches of contract or a failure for a party to vacate or clear the property

All estimates given above are based on our current property fee earners' hourly charging rate (see table below) and are calculated on the assumption that there will not be any complicating factors in the transaction. If the transaction does become more complicated and results in any of the **Less Common Additional Services** being required, we will contact you to bring this to your attention and we will discuss and agree the revised costings. It is therefore important that if any of the above Less Common issues become apparent to you from the outset or at any stage of the transaction you bring it to our attention at the earliest possible moment so we can liaise with you on next steps.

Conveyancing Timescales

As a guideline we expect a straightforward freehold transaction to take 8 - 12 weeks to go from initial instructions to completion. Leasehold transactions are usually slower due to the interaction with various third parties such as managing agents and so they can frequently take 12 – 15 weeks to go from initial instructions to completion.

There are a huge number of variables in a property transaction and there are no hard and fast rules on timings as there are factors which affect the speed of the transaction such as the need to obtain additional information, search delays, survey delays, missing paperwork and ability to obtain duplicates and any issues which affect other transactions in the chain. Whilst we also ensure that we carry out your work as efficiently as possible, the speed of the transaction will invariably be affected by the efficiency of third parties such as other conveyancers and mortgage lenders and we can never guarantee a particular outcome such as “guarantee to complete by Christmas”.

When we liaise with you on your initial enquiry we will discuss the specifics of your transaction to agree anticipated timings.

Conveyancing Staff

Your matter will be progressed by either a solicitor, legal executive or licenced conveyancer or trainee lawyer (collectively termed “lawyers”) under the supervision of Kieran Weisberg, a solicitor and the Managing Director of this firm. Your lawyer will have a legal assistant or secretary who will assist with administration and may also be a point of contact.

Your transaction will be allocated to a lawyer on the outset based on skill set and availability and we try to avoid reallocation during a transaction so as to minimise any disruption, should this become necessary, for example because a staff member becomes ill or conflicted, we will liaise with you on the handover to an alternative lawyer.

Full details of our team are available on our website.

Hourly Rate

Most of our Conveyancing work is charged on a fixed fee basis and so an hourly rate does not apply. In the unusual circumstances where an hourly rate will apply, they will be charged as below:-

<i>Team Member</i>	<i>Position</i>	<i>Hourly Rate</i>
Kieran Weisberg	(Solicitor/Director)	£480 (£400 + VAT)
Lindsay Wells	(Licenced Conveyancer/Director)	£420 (£350 + VAT)
Imogen Moran	(Private Client Executive)	£420 (£350 + VAT)
Laura Kellaway	(Property Executive)	£420 (£350 + VAT)
Administration & Support		£210 (£175 + VAT)

Probate

Probate and Estate Administration work varies greatly which does mean that the legal fee range is quite significant and ranges between £4,125 based on 15 hours for the more simple matter to £24,750 based on 90 hours for the more complex matter, but could be higher. These prices are based on our hourly rate of £330 (£275 + VAT) for work undertaken by Imogen Moran.

There are many different aspects that may affect the legal fee for obtaining probate and estate administration, including whether the deceased has a will or was intestate, the value of the estate whether tax is due, and the number and age of the beneficiaries.

Grant of Probate Only

The costs below are to obtain a Grant of Probate only. These costs do not include any work required to deal with the Administration of the estate after the Grant of Probate.

We charge a rate of £330 (£275 + VAT) per hour. We anticipate that the Grant of Probate will take around 20 hours legal work and estimate our total costs to be between £6,600 (£5,500 + VAT) and Probate Disbursements for the most simple and routine applications.

Administration of Estate (including obtaining a Grant of Probate)

The costs below relate to dealing with the entire administration of an Estate, including our obtaining the Grant and dealing with the collection and distribution of assets, together with any ancillary matters.

We charge a rate of £330 (£275 + VAT) per hour. We anticipate that the Grant of Probate will take around 20 hours worth of work and the administration of the estate can take a further 10 – 75 hours worth of work, for more complex estates which may include the administration of trusts, foreign assets, family members we cannot locate or intestacy can easily amount to many dozens of additional hours work. It is therefore very difficult to estimate costs but we would suggest that you budget for between estimate our total costs to be between £9,900 - £28,050 (£8,250 - £23,375 + VAT) and Probate Disbursements

Appointment to act as Executor

If anyone working in the firm is appointed to act as a professional executor an additional fee of 1% plus VAT of the value of the estate will be charged on the conclusion of the matter.

Variation in Costs

The exact cost for the dealing with the whole of your matter will depend on the individual circumstances surrounding the matter. Where the matter is relatively straightforward, such as where there is one beneficiary with no property involved, costs will be at the lower end of the range. Where the matter is more complex, such as where multiple beneficiaries and bank accounts are involved, costs will be towards the higher end of the range. Where circumstances are exceptional then fees will be discussed with you and agreed prior to the outset of your matter.

NOTE:-

The above prices will apply only where:

- There is a valid will
- There is no more than one property
- There are no more than 3 bank or building society accounts
- There are no other intangible assets such as shares
- The will names up to 4 beneficiaries
- There are no disputes between any beneficiaries regarding the division of assets
- There is no inheritance tax payable and the executors do not need to submit a full account to HMRC
- No claims are made against the estate

Probate Disbursements

These are Third Party Costs which are not decided or set by us and should be the same with whichever law firm you choose. We can handle the payment of disbursements on your behalf in order to ensure that the process takes places smoothly. Disbursements are not included in our costs and are likely to include:

- Probate application fee – £300 (plus £16 per additional copy document required)
- Bankruptcy only Land Charges Department Searches – £6 + VAT per beneficiary
- Will Search and Statutory Notice – from £349 + VAT

We also charge Legal Fees for the provision of

- Transfer of Funds fees when paying third parties and beneficiaries of £30 (£25 + VAT) for CHAPS Payments (£250,000 or above), and £12 (£10 + VAT) for Faster Payments (below £250,000).
- Cheques are not charged but also are not recommended due to the administration for all concerned.
- Electronic ID Checks when paying third parties and beneficiaries of £42 (£35 + VAT)

Usual work which we would undertake as part of full estate administration:

- Liaising with you to understand the nature of the estate and to advise you on steps needed to be taken

- Establishing the value and liabilities of the estate,
- Arranging for personal belongings to be valued,
- Arranging for shares and investments to be valued,
- Calculating the tax position, sometimes with advice from specialists such as accountants
- Exploring any available tax reliefs
- Preparing the Legal Statement for executors/administrators
- Preparing the Inheritance Tax Return and supplemental forms
- Putting in place property buildings insurance
- Placing Trustee Act Notices
- Arranging payment of the funeral costs (but not arranging the funeral)
- Arranging payment of the tax liability
- Notifying third party creditors
- Applying to HMCTS for a grant of probate or letters of administration
- Selling or collecting in all estate assets
- Settling all estate liabilities
- Liaising with beneficiaries and undertaking bankruptcy checks or ID checks
- Preparing estate financial accounts
- Distributing assets to beneficiaries

Work which we would not usually undertake as part of full estate administration:

- Becoming involved in any disputes, we usually decline instructions or direct to a barrister
- Preparing personal tax returns, we usually direct this to an accountant
- Clearance of properties
- Finding missing beneficiaries or checking the family tree
- Selling any properties, we usually pass this to our conveyancing team who will have their own charges
- Creating or administering a trust

Probate Staff

Your matter will be progressed by Imogan Moran a private client executive or another suitable lawyer under the supervision of Kieran Weisberg, a solicitor and the Managing Director of this firm. Your lawyer will have a legal assistant or secretary who will assist with administration and may also be a point of contact.

Your matter will be allocated to a lawyer on the outset based on skill set and availability and we try to avoid reallocation during a transaction so as to minimise any disruption, should this become necessary, for example because a staff member becomes ill or conflicted, we will liaise with you on the handover to an alternative lawyer.

Full details of our team are available on our website.

Probate Timescales

As a guideline we expect a straightforward application for a Grant of Probate to involve around 6 - 12 weeks of legal preparation and then the Probate Registry are taking a minimum of 12 – 16 weeks to issue the Grant of Probate.

More complex applications for a Grant of Probate or full estate administration can usually take 18 – 24 months.

There are a huge number of variables in a probate case and there are no hard and fast rules on timings as there are factors which affect the speed such as the need to obtain additional information, valuations, property clearance, replies from banks, replies from creditors, liaising with beneficiaries, missing or incomplete paperwork and delays with the Probate Registry. Whilst we also ensure that we carry out your work as efficiently as possible, the speed of the process will invariably be affected by the efficiency of third parties such as HM Revenue and Customs and the Probate Registry and we can never guarantee a particular outcome such as “guarantee to conclude by Christmas”.

Hourly Rate

Whilst a significant amount of our work is charged on a fixed fee case or project basis, there are occasions where we charge on a time taken basis. We will charge you based on the below hourly rates which is charged on a time basis rounded to 6 minute units. Each short letter /email / call will count as a 6 minute unit as a minimum but any which take longer will be charged in multiple units.

Team Member	Hourly (Net)	Hourly (Gross)	Title
Kieran Weisberg	£375.00	£450.00	(Solicitor)
Imogen Moran	£275.00	£330.00	(Private Client Executive)
Helen Harris	£275.00	£330.00	(Commercial Property Executive)
Laura Kellaway	£275.00	£330.00	(Residential Property Executive)
Administration & Support	£125.00	£150.00	

Will / Lasting Power of Attorney Drafting Services

Whilst there is no obligation to publish our private clients fees, as part of our transparency promise please see our indicative fees below.

Single Standard Will

A standard single Will without complex trusts which may:

- Include a children's trust to defer entitlement past the age of 18
- Make gifts of specific items or assets
- Make gifts of cash to named people or charities
- Appoint Guardians to raise children
- Appoint Executors
- Stipulate funeral wishes
- Make provision for pets

Guide Price £540 (£450 + VAT)

Pair of Standard Wills for a Couple

As above but for couples where one clients' wishes are similar to the other.

Guide Price £900 (£750 + VAT) for both

Letter of Wishes or a Codicil to an existing Will

These varies greatly but start from **£360 (£300 + VAT)**

Specialist Wills

Right to Reside or Occupy

A simple Will including a Right to Reside or Right to Occupy trust. Commonly used where a property is held in the sole name of one party and they wish for their spouse, children, parent or other person (the occupant) to have the right to live in the property without ever owning it. This allows the owner to dictate who will inherit the property after the occupant dies which would not be the case if the owner had given the property to them absolutely. Can be established for the life of the occupant, a set period of time or subject to attaining a specified age or other conditions.

Guide Single Will Price: £900 (£750 + VAT)

Guide Mirror Will Price: £1,260 (£1,050 + VAT) for both

Protective Property Trust

Probably the most popular of all the Wills written today. Simple Wills with the addition of a life interest (IIP) trust gifting the deceased's share and interest in the property to the trustees. The trust is written to allow the survivor the right to live in the property for the rest of their life but with flexibility to move and potentially release money from the estate. On the death of the survivor, the property is distributed in accordance with the trust and not the survivor's Will. This is especially useful where a couple have children from previous relationships/marriages and wish to provide for their new partner/spouse but ensure their assets ultimately pass to their own children. Will require the property to be owned as tenants-in-common. Includes one severance at no additional cost.

Guide Single Will Price: £900 (£750 + VAT)

Guide Mirror Will Price: £1,260 (£1,050 + VAT) for both

Flexible Lifetime Interest Trust

Commonly referred to as the 'ideal modern Will'. Ensures you provide for your spouse, by providing them with the income from the entirety of their residuary estate. Has additional flexibility as the Trustees are able to advance capital, either as a gift or a loan, whilst preserving as much of the capital as possible for your chosen beneficiaries. This is particularly beneficial for high net worth persons as the trust is written to allow mitigation of inheritance tax after first death (this is not a tax saving tool in itself; additional advice will be required). Often preferable for younger couples who do not wish to undertake aggressive inheritance tax mitigation as it allows for tax planning to be implemented in the event either of them dies. Spousal exemption will apply on first death (provided you are married/civil partners) resulting in the survivor's Personal Representatives having the ability to claim the inheritance tax 'Transferable Nil Rate Band' on the second death. This requires all jointly owned assets, such as property, to be held as 'tenants in common'.

Note: To ensure the administration of the estate is kept as simple as possible and to take advantage of the Residential Nil Rate Band (RNRB), we would advise that the family home is kept outside of the Flexible Life Interest Trust and placed in a separate Life Interest (Protective Property Trust) within the same Will. Provided that direct descendants (child, step-child, adopted child and/ or foster child) of the deceased and their lineal descendants are named as the ultimate beneficiaries of this life interest, the RNRB will then apply.

Guide Single Will Price: £900 (£750 + VAT)

Guide Mirror Will Price: £1,260 (£1,050 + VAT) for both

Discretionary Will Trust capped at the Nil-Rate Band

Typically mirror Wills but not used as much today since the introduction of the Transferable Nil-Rate Band. Useful tool to ring-fence assets for children, especially where there may be children from previous relationships. Still a valuable tax planning tool where the marriage is not the clients first and the previous marriage(s) ended on death. Includes a standard letter of wishes.

Guide Single Will Price: £900 (£750 + VAT)

Guide Mirror Will Price: £1,260 (£1,050 + VAT) for both

Disabled/Vulnerable Persons Trust

Wills written to include a discretionary trust residue that will protect beneficiaries should they have difficulty in managing financial affairs. Commonly through dependency on drink or drugs, gambling addiction or spendthrift. Allows the testator to provide for a person in a safe and controlled fashion with capital and income advanced by the Trustees as they see fit. Where a person is disabled and complies with S89 IHTA 1984 a disabled/ vulnerable people's trust should be used particularly where the estate exceeds the nil rate band, which benefits from preferential tax treatment. With both trusts the testators should underpin this with a letter of wishes detailing their intentions of how they wish the trusts to be run.

Guide Single Will Price: £900 (£750 + VAT)

Guide Mirror Will Price: £1,260 (£1,050 + VAT) for both

Residue on a Life Interest (IPDI)

An Immediate Post Death Interest; in some cases, maybe a complex family situation where each party wishes their respective children to inherit; the spouse has adequate assets of their own; or the testator simply does not want to gift his share over then a life interest in the residuary estate may be useful. The clients' need to be aware of the consequences of such an action and must state whether the life tenant can receive income only or income and capital.

Guide Single Will Price: £900 (£750 + VAT)

Guide Mirror Will Price: £1,260 (£1,050 + VAT) for both

Business Asset Protection Will

Will for those with business interests to include a Business Property Relief Trust. This ensures maximum relief from any tax advantages available at death are utilised, whilst ensuring that the spouse receives the income from the business to maintain their lifestyle. The business, if eligible, will eventually pass to the children or other taxable beneficiaries.

Guide Single Will Price: £1,200 (£1,000 + VAT)

Guide Mirror Will Price: £1,500 (£1,250 + VAT) for both

Letter of Wishes

For a Discretionary Trust, Disabled Persons Trust or Flexible Life Interest Trust.

Letters of wishes are commonly drawn up alongside discretionary trusts, disabled persons trusts and flexible life interest trusts. These trusts have discretionary powers to apply trust assets for the beneficiaries as the trustees see fit. The letter of wishes will give guidance to the trustees on any particular intentions or concerns that the testator has but please note that they are not binding on the trustees. For example, a potential beneficiary of a discretionary trust may be a spendthrift and the trust has been included to protect that beneficiary's inheritance.

Guide Price from £360 + VAT (£300) depending on complexity and contents.

Powers of Attorney & Living Wills

Lasting Power of Attorney

Allows you to give power to your nominated attorneys to manage your affairs in the event you are unable to do so. These documents must be registered with the Office of the Public Guardian before they can be used. Following the signing and completion of the documents the documents are returned to us for checking, limiting the risk of the documents being rejected by the Office of the Public Guardian.

Guide Prices:

£720 (£600 + VAT) for **one person** to have both the Health and Welfare LPA and the Property and Financial Affairs LPA

£1,440 (£1,200 + VAT) for **two persons** to have both the Health and Welfare LPA and the Property and Financial Affairs LPA

Plus Office of the Public Guardian fees of **£92** per document unless you are fee exempt.

We usually store the original and provide one certified copy for free. Additional certified copies can be provided for £42 (£35 + VAT) each document. The donor can produce their own certified copies.

General Power of Attorney

A general power of attorney, also known as an ordinary power of attorney, is a type of power of attorney that allows a donor to name attorneys to make financial decisions on their behalf. The document could be general, allowing the attorneys to make decision on any of the donor's property and finances, or it may be limited to only specific decisions.

Guide Price: £1,200 (£1,000 + VAT) depending on contents.

Advanced Directive

With the introduction of the Mental Capacity Act 2005 Living Wills or Advance Medical Directives are now recognised in law in England and Wales. A valuable and useful document where an LPA Health and Welfare document is not required.

Guide Price: £1,000 (£1,000 + VAT) depending on contents.

Deed of revocation (EPA & LPA)

Used to formally revoke an unregistered Enduring Power of Attorney and registered and unregistered Lasting Power of Attorney documents.

Guide Price: £420 (£350 + VAT) each document

Commercial (Business) Lasting Power of Attorney

Allows you to give power to your nominated attorneys to manage your business affairs in the event you are unable to do so. These documents must be registered with the Office of the Public Guardian before they can be used which currently costs £82 each document (payable to the Office of the Public Guardian). Following the signing and completion of the documents

the documents are returned to us for checking, limiting the risk of the documents being rejected by the OPG.

Guide Prices:

£1,200 (£1,000 + VAT) for one person to have a bespoke Property and Financial Affairs LPA

Plus Office of the Public Guardian fees of **£92** per document unless you are fee exempt.

Will Writing and Lasting Power of Attorney Staff

Your matter will be progressed by either a solicitor, private client executive or trainee (collectively termed “lawyers”) under the supervision of Kieran Weisberg, a solicitor and the Managing Director of this firm. Your lawyer will have a legal assistant or secretary who will assist with administration and may also be a point of contact.

Your matter will be allocated to a lawyer on the outset based on skill set and availability and we try to avoid reallocation during a transaction so as to minimise any disruption, should this become necessary, for example because a staff member becomes ill or conflicted, we will liaise with you on the handover to an alternative lawyer.

Full details of our team are available on our website.

Will Writing and Lasting Power of Attorney Timescales

As a guideline we expect to meet with you within 14 days of your initial enquiry, prepare a draft Will / LPA within 14 days of our meeting which will usually be circulated by email for approval. On approval a final Will / LPA will be produced and circulated with you or signed in our office within 14 days.

Hourly Rate

Whilst a significant amount of our work is charged on a fixed fee case or project basis, there are occasions where we charge on a time taken basis. We will charge you based on the below hourly rates which is charged on a time basis rounded to 6 minute units. Each short letter /email / call will count as a 6 minute unit as a minimum but any which take longer will be charged in multiple units.

Team Member	Hourly (Net)	Hourly (Gross)	Title
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Administration & Support	£125.00	£150.00	

Prices correct as at 23 January 2026