



Costs and Service Information

Employment claims for unfair or wrongful dismissal For Businesses

Prices

Fees charged by Banks Kelly Solicitors

Fee	Average legal fee	VAT		
Legal fee *	£12,500.00 - £20,000.00	£2,500.00 - £4,000.00		
			SUBTOTAL	£15,000.00 - £24,000.00

* **Basis of charging** = hourly rates of £225.00 - £425.00 depending on the level and experience of the solicitor working on your case.

It is very difficult to provide accurate fee estimates without knowing the particular circumstances of your case and this is why our fee ranges are so broad. Please get in touch with us to discuss the details of your case so that we can let you know which end of the fee range your case is likely to sit at. The average top end fee assumes that your case proceeds to final hearing, requires representation from Counsel and the circumstances of your case require us to spend a lot of time reviewing and preparing documentation. For cases that settle prior to a hearing (depending on how early they settle before the hearing is due) our fees are likely to be less and may fall below the fee range quoted.

Work included and key stages

The precise work and stages involved in defending an unfair or wrongful dismissal claim vary according to the circumstances. However, we have set out the key stages involved in a typical claim:

- Taking your initial instructions, reviewing the papers and advising you on merits and likely compensation.
- Entering into pre-claim conciliation where this is mandatory to explore whether a settlement can be reached.
- Preparing your response.
- Reviewing and advising on the claim from the other party.

- Exploring settlement and negotiating settlement throughout the process.
- Considering a schedule of loss.
- Preparing for (and attending) any Preliminary Hearing.
- Exchanging documents with the other party and agreeing a bundle of documents.
- Taking witness statements, drafting statements and agreeing their content with witnesses.
- Preparing bundle of documents.
- Reviewing and advising on the other party's witness statements.
- Agreeing a list of issues, a chronology and/or cast list.
- Preparation and attendance at Final Hearing, including instructions to Counsel.

Services excluded

Our service will **not** include any of the following:

- Advice or assistance in relation to any appeal.

Approximate/ average timescales

The time that it takes from your initial instructions to the final resolution of your matter depends largely on the stage at which your case is resolved. If the claim proceeds to a Final Hearing, your case is likely to take up to 12 months depending on the Employment Tribunals' timetable. This is just an estimate and we will of course be able to give you a more accurate timescale once we have more information and as your case progresses.

Factors that could increase costs

In some circumstances we may increase our fees to account for additional time, work or skill required to meet your instructions. Examples include:

- If it is necessary to defend applications to amended claims or provide further information about an existing claim.
- If we defend a costs application.
- If there are complex preliminary issues to address.
- The number of witnesses and documents.
- If there is an automatic unfair dismissal claim e.g. if the person has been dismissed after blowing the whistle on their employer.
- If there are allegations of discrimination which are linked to the dismissal.



Costs and Service Information

Debt Recovery

Prices

Fees charged by Banks Kelly Solicitors

Value of Debt/ Court Track System	Typical legal fee range*	VAT	SUBTOTAL
£10,000.00 - £50,000.00 (Fast Track)	£10,000.00 - £25,000.00	£2,000.00 - £5,000.00	£12,000.00 - £30,000.00
£50,000.00 - £100,000.00 (Multi Track)	£25,000.00 - £75,000.00	£5,000.00 - £15,000.00	£30,000.00 - £90,000.00

* **Basis of charging** = hourly rates of £225.00 - £425.00 depending on the level and experience of the solicitor working on your case .

It is very difficult to provide accurate fee estimates without knowing the particular circumstances of your case and this is why our fee ranges are so broad. Please get in touch with us to discuss the details of your case so that we can let you know which end of the fee range your case is likely to sit at.

We always look at the merits of your case and will inform you at the outset (and throughout the matter) whether it is worth you pursuing your case with us, taking in to account the likelihood of success, the amount you are likely to recover and the cost of our fees.

Debt values less than £10,000.00

We would not generally take on a debt case where the debt value is less than £10,000.00 as our costs are likely to be disproportionate to the value of your case if it goes to court and proceeds to final hearing. However, we can assist you in pre-court negotiations and initial letters to the debtor to prompt payment of the debt. Please contact us if you would like to find out more about how we could assist you in this way.

Fees payable to third parties ('Disbursements')

Fee	Actual	VAT
Court fee	4.5 % of the claim value	£0.00

Paying for your legal fees

In some cases, we will be prepared to act for you under a Damages-Based Agreement, which means that we would only charge our legal fee if you win your case. If you do not win your case, and you have not agreed with us otherwise nor broken the terms of the Damages-Based Agreement, you will not have to pay our legal fees. If you do break the terms of a Damages-Based Agreement, or if we terminate the agreement, you will be required to pay our legal fees.

Please contact us if you would like to discuss funding your case on the basis of a Damages-Based Agreement although please note that this type of agreement will not be suitable for every case.

Work included and key stages

The precise work and stages involved in debt recovery matters vary according to the circumstances. However, we have set out the key stages involved in a typical claim:

- Taking your instructions and reviewing documentation.
- Undertaking appropriate searches.
- Sending a letter before action.
- Receiving payment and sending on to you, or if the debt is not paid, drafting and issuing a claim.
- Where no Acknowledgement of Service or Defence is received, applying to the court to enter judgement in default.
- When the judgement in default is received, write to the other side to request payment.
- If the payment is not received, providing you with advice on the next steps and the likely costs.

Services excluded from this quote

Our service will **not** include any of the following:

- Any appeal that you wish to make if the court does not order a judgement in default.
- Any enforcement action needed to recover the debt if payment is not received in accordance with the judgement in default.
- Defending or issuing any counterclaims.

We can of course assist you with these matters and we will provide fee estimates for doing so if required.

Approximate/ average timescales

Debt recovery matters usually take 12-18 months from receipt of instructions from you to receipt of payment from the other side depending on whether or not it is necessary to issue a claim. This is on the basis that the other side pays promptly on receipt of Judgement in default. If enforcement action is needed, the matter will take longer to resolve.

Factors that could increase costs

In some circumstances we may increase our fees to account for additional time, work or skill required to meet your instructions. Examples include:

- If the value of the compensation and interest take the debt in to a higher banding attracting a higher fee.
- If enforcement action is needed such as a bailiff to collect your debt.



Costs and Service Information

Employment claims for unfair or wrongful dismissal For Individuals

Prices

Fees charged by Banks Kelly Solicitors

Fee	Average legal fee	VAT		
Legal fee *	£12,500.00 - £20,000.00	£2,500.00 - £4,000.00		
			SUBTOTAL	£15,000.00 - £24,000.00

* **Basis of charging** = hourly rates of £225.00 - £425.00 depending on the level and experience of the solicitor working on your case.

It is very difficult to provide accurate fee estimates without knowing the particular circumstances of your case and this is why our fee ranges are so broad. Please get in touch with us to discuss the details of your case so that we can let you know which end of the fee range your case is likely to sit at. The average top end fee assumes that your case proceeds to final hearing, requires representation from Counsel and the circumstances of your case require us to spend a lot of time reviewing and preparing documentation. For cases that settle prior to a hearing (depending on how early they settle before the hearing is due) our fees are likely to be less and may fall below the fee range quoted.

Paying for your legal fees

In some cases, we will be prepared to act for you under a Damages-Based Agreement, which means that we would recover our legal fee from the damages (compensation) that you recover if you win your case.

Under a Damages-Based Agreement, we will deduct a proportion (limited to 35%) of your damages to reward us for the risk we assume in pursuing your claim under this type of agreement. This is because if your claim is not successful and you do not receive any compensation, and you have not agreed with us otherwise nor broken the terms of the Damages-Based Agreement, you will not have to pay our legal fees.

If you do break the terms of a Damages-Based Agreement, or if we decide to terminate the agreement, you will be required to pay our costs.

Please contact us if you would like to discuss funding your case on the basis of a Damages-Based Agreement. Although please note that these agreements will not be suitable for all claims.

Work included and key stages

The precise work and stages involved in bringing an unfair or wrongful dismissal claim vary according to the circumstances. However, we have set out the key stages involved in a typical claim:

- Taking your initial instructions, reviewing the papers and advising you on merits and likely compensation.
- Entering into pre-claim conciliation where this is mandatory to explore whether a settlement can be reached.
- Preparing your claim.
- Reviewing and advising on response from the other party.
- Exploring settlement and negotiating settlement throughout the process.
- Preparing a schedule of loss.
- Preparing for (and attending) any Preliminary Hearing.
- Exchanging documents with the other party and agreeing a bundle of documents.
- Taking witness statements, drafting statements and agreeing their content with witnesses.
- Preparing bundle of documents.
- Reviewing and advising on the other party's witness statements.
- Agreeing a list of issues, a chronology and/or cast list.
- Preparation and attendance at Final Hearing, including instructions to Counsel.

Services excluded

Our service will **not** include any of the following:

- Advice or assistance in relation to any appeal.

Approximate/ average timescales

The time that it takes from your initial instructions to the final resolution of your matter depends largely on the stage at which your case is resolved. If your claim proceeds to a Final Hearing, your case is likely to take up to 12 months depending on the employment tribunal's timetable. This is just an estimate and we will of course be able to give you a more accurate timescale once we have more information and as your case progresses.

Factors that could increase costs

In some circumstances we may increase our fees to account for additional time, work or skill required to meet your instructions. Examples include:

- If it is necessary to make applications to amend claims or provide further information about an existing claim.
- If we make a costs application.
- If there are complex preliminary issues to address.
- The number of witnesses and documents.
- If there is an automatic unfair dismissal claim e.g. if you are dismissed after blowing the whistle on your employer.
- If there are allegations of discrimination which are linked to the dismissal.



Costs and Service Information

Motoring offences

Prices

This estimate is for assistance in relation to summary only motoring offences under Part I of the Road Traffic Act 1988 and s89 of the Road Traffic Regulation Act 1984.

Fees charged by Banks Kelly Solicitors

Fee	Typical legal fee range	VAT		
Legal fee *	£1,500.00 - £5,000.00	£300.00 - £1,000.00		
			SUBTOTAL	£1,800.00 – £6,000.00

* **Basis of charging** = hourly rates of £225.00 - £425.00 depending on the level and experience of the solicitor working on your case.

The range reflects length of time that the case takes and whether or not it settles prior to the hearing. The higher end of the fee range assumes that your case proceeds to a hearing and will include counsel's fees if they are required to attend and represent you.

Work included and key stages

The key stages involved in a typical motoring offence include:

- Meeting with you to take your instructions on what happened.
- Consider initial disclosure and any other evidence and provide advice.
- Explain the court procedure to you so you know what to expect on the day of the hearing and the sentencing options available to the court.
- Conduct any further preparatory work, obtain further instructions from you if necessary and answer any queries you have.
- We cannot provide a timescale of when your hearing will take place, this depends on the court listing for that day.

- We will attend court on the day and meet you before going to the court.
- We will discuss the outcomes with you.

Services excluded from this quote

Our service within this quote will **not** include any of the following (or will only be provided at an additional cost):

- Instruction of any expert witnesses.
- Taking statements from any witnesses.
- Advice and assistance in relation to a special reasons hearing.
- Advice or assistance in relation to any appeal.

Approximate/ average timescales

Timescales will depend on when the hearing dates are. The hearing will usually be within 6 months from the date of the Notice of Intended Prosecution.



Costs and Service Information

Mortgage or remortgage of a residential property

Prices

Fees charged by Banks Kelly Solicitors

Fee	Actual	VAT	Total
Legal fee *	0.4% of the property value	Charged at 20% of our legal fee	0.4% of the property value plus VAT
Bank Telegraphic Transfer fee	£30.00	£5.00	£35.00

SUBTOTAL £ 0.4% of the property value plus £35.00

* Basis of charging = fixed fee.

Fees payable to third parties ('Disbursements')

Fee	Average fee	VAT	Total
Search pack **	£300.00	£60.00	£360.00

	Actual fee		
Land Registry search	£3.00	£0.00	£3.00
Bankruptcy search	£2.00	£0.00	£2.00 per person
Land Registry fee	Dependent on property value and property type. Please visit https://www.gov.uk/guidance/hm-land-registry-registration-services-fees to calculate your fee.		

SUBTOTAL £365.00 plus Land Registry fee

** The number and nature of searches that you will require may vary depending on the property and/or your mortgage lender.

Work included and key stages

The precise work and stages involved in the mortgage or remortgage of a residential property vary according to the circumstances. However, we have set out the key stages involved in a typical mortgage/ remortgage transaction:

- Take your instructions and give you initial advice.
- Obtaining your title deeds.
- Checking the title of your property.
- Carrying out a Local Authority search if required by your lender.
- Acting on your mortgage lender's instructions.
- Explaining the terms of your mortgage to you.
- Preparing the mortgage and other documents and obtaining your signature to them where appropriate.
- Reporting to the mortgage company and obtaining the mortgage advance.
- Completing the remortgage. This is the date when the old mortgage will be repaid and the new mortgage will commence.
- Registering the transaction with the Land Registry.
- Forwarding the title documents to the mortgage company and accounting to you for any money held on your behalf.

Services excluded

Our service will **not** include any of the following:

- Advice on the value of the property.
- Advice on the suitability of your mortgage or any other financial arrangements.
- A physical inspection of the property.
- Advice on any search result findings that identify contaminated land, fracking sites or other environmental issues.
- Advice on tax (other than SDLT) or other accounting matters.

Approximate/ average timescales

The length of time that it will take to complete your mortgage or remortgage will depend on a number of factors. However, the average process takes between 4-6 weeks.

It can be quicker or slower depending on the parties in the chain and the efficiency of third parties involved in the mortgage or remortgage such as your lender, search providers and the relevant local authority to conduct your local search if required.

Factors that could increase costs

In some circumstances we may increase our fees to account for additional time, work or skill required to meet your instructions. Examples include:

- If your lender makes detailed instructions requiring us to deal with matters other than those relating to the title to the property.
- If your lender instructs another conveyancer to act for them.
- If the lender requires anything other than a simple certificate of title (a simple certificate of title is standard with most lenders) in order to send the mortgage funds to our firm.
- If a trust document is required.
- If there is a defect in the property title which requires remedying prior to completion.



Costs and Service Information

Purchase of a freehold residential property

Prices

Fees charged by Banks Kelly Solicitors

Fee	Actual	VAT	Total
Legal fee *	0.4% of the property value	Charged at 20% of our legal fee	0.4% of the property value plus VAT
Bank Telegraphic Transfer fee	£30.00	£5.00	£35.00
Lawyer Checker fee	£10.00	£2.00	£12.00

SUBTOTAL £ 0.4% of the property value plus £47.00

* Basis of charging = fixed fee.

Fees payable to third parties ('Disbursements')

Fee	Average fee	VAT	Total
Search pack **	£300.00	£60.00	£360.00

	Actual fee		
Land Registry search	£3.00	£0.00	£3.00
Bankruptcy search	£2.00	£0.00	£2.00 per person
Stamp Duty Land Tax (SDLT)	Dependent on property value and type of buyer you are. Please visit https://www.stampdutycalculator.org.uk/ to calculate your fee.		
Land Registry fee	Dependent on property value and property type. Please visit https://www.gov.uk/guidance/hm-land-registry-registration-services-fees to calculate your fee.		

SUBTOTAL £365.00 plus SDLT and Land Registry fee

** The number and nature of searches that you will require may vary depending on the property and/or any mortgage lender. Searches are not mandatory if you are purchasing without a mortgage but usually recommended.

Work included and key stages

The precise work and stages involved in the purchase of a freehold residential property vary according to the circumstances. However, we have set out the key stages involved in a typical purchase transaction:

- Take your instructions and give you initial advice.
- Check finances are in place to fund the purchase and contact the lender's solicitors if needed.
- Receive and advise on contract documents.
- Carry out searches.
- Make any necessary enquiries of seller's solicitor.
- Give you advice on all documents and information received.
- Go through the conditions of mortgage offer with you.
- Check the title of the property and prepare the document to transfer ownership to you.
- Send the final contract to you for signature and ask you to pay the agreed deposit to us so that contracts can be exchanged.
- Agree a completion date (date from which you own the property).
- Exchange contracts and notify you that this has happened.
- Arrange for all monies needed to be received from the lender (if applicable) and you.
- Complete purchase.
- Deal with payment of Stamp Duty Land Tax.
- Deal with application for registration at Land Registry.
- Notify you and your lender (if applicable) of registration once confirmed.

Services excluded

Our service will **not** include any of the following:

- Advice on the value of the property.
- Advice on the suitability of your mortgage or any other financial arrangements.
- A physical inspection of the property.
- Advice on any planning implications unless instructed to do so which may be subject to additional charges.
- Checks on the property to ensure that it has been built in accordance with any planning permissions granted.

- Advice on any search result findings that identify contaminated land, fracking sites or other environmental issues.
- Advice on tax (other than SDLT) or other accounting matters.

Approximate/ average timescales

How long it will take from your offer being accepted until you can move in to your house will depend on a number of factors. However, the average process takes between 8 – 12 weeks.

It can be quicker or slower depending on the parties in the chain and the efficiency of third parties involved in the purchase such as the seller's solicitors, the solicitors representing other buyers and sellers in the chain, your bank if you are taking out a mortgage, search providers and the relevant local authority to conduct your local search.

Factors that could increase costs

In some circumstances we may increase our fees to account for additional time, work or skill required to meet your instructions. Examples include:

- If your lender makes detailed instructions requiring us to deal with matters other than those relating to the title to the property.
- If your lender instructs another conveyancer to act for them.
- If the lender requires anything other than a simple certificate of title (a simple certificate of title is standard with most lenders) in order to send the mortgage funds to our firm.
- If a trust document is required.
- If there is a defect in the property title which requires remedying prior to completion.



Costs and Service Information

Purchase of a leasehold residential property

Prices

Fees charged by Banks Kelly Solicitors

Fee	Actual	VAT	Total
Legal fee *	0.5% of the property value	Charged at 20% of our legal fee	0.5% of the property value plus VAT
Bank Telegraphic Transfer fee	£30.00	£5.00	£35.00
Lawyer Checker fee	£10.00	£2.00	£12.00

SUBTOTAL £ 0.5% of the property value plus £47.00

* **Basis of charging** = fixed fee.

Fees payable to third parties ('Disbursements')

Fee	Average fee	VAT	Total
Search pack **	£300.00	£60.00	£360.00
Management Company Pack	£200.00 - £500.00	£0.00	£200.00 - £500.00

	Actual fee		
Land Registry search	£3.00	£0.00	£3.00
Bankruptcy search	£2.00	£0.00	£2.00 per person
Stamp Duty Land Tax (SDLT)	Dependent on property value and type of buyer you are. Please visit https://www.stampdutycalculator.org.uk/ to calculate your fee.		
Land Registry fee	Dependent on property value and property type. Please visit https://www.gov.uk/guidance/hm-land-registry-registration-services-fees to calculate your fee.		

SUBTOTAL £365.00 plus SDLT and Land Registry fee

** The number and nature of searches that you will require may vary depending on the property and/or any mortgage lender. Searches are not mandatory if you are purchasing without a mortgage but usually recommended.

Work included and key stages

The precise work and stages involved in the purchase of a leasehold residential property vary according to the circumstances. However, we have set out the key stages involved in a typical purchase transaction:

- Take your instructions and give you initial advice.
- Check finances are in place to fund the purchase and contact the lender's solicitors if needed.
- Receive and advise on the contract documents.
- Carry out searches.
- Make any necessary enquiries of seller's solicitor.
- Give you advice on all documents and information received.
- Go through conditions of mortgage offer with you.
- Check the title of the property and prepare the document to transfer ownership to you.
- Send final contract to you for signature and ask you to pay the agreed deposit to us so that contracts can be exchanged;
- Agree a completion date (date from which you own the property).
- Exchange contracts and notify you that this has happened.
- Arrange for all monies needed to be received from lender (if applicable) and you.
- Complete purchase.
- Deal with payment of Stamp Duty Land Tax.
- Deal with application for registration at Land Registry.
- Notify you and your lender (if applicable) of registration once confirmed.

Services excluded

Our service will **not** include any of the following:

- Advice on the value of the property.
- Advice on the suitability of your mortgage or any other financial arrangements.
- A physical inspection of the property.
- Advice on any planning implications unless instructed to do so which may be subject to additional charges.
- Checks on the property to ensure that it has been built in accordance with any planning permissions granted.

- Advice on any search result findings that identify contaminated land, fracking sites or other environmental issues.
- Advice on tax (other than SDLT) or other accounting matters.

Approximate/ average timescales

How long it will take from your offer being accepted until you can move in to your house will depend on a number of factors. However, the average process takes between 8-12 weeks.

It can be quicker or slower depending on the parties in the chain and the efficiency of third parties involved in the purchase such as the seller's solicitors, the solicitors representing other buyers and sellers in the chain, your bank if you are taking out a mortgage, search providers and the relevant local authority to conduct your local search.

Factors that could increase costs

In some circumstances we may increase our fees to account for additional time, work or skill required to meet your instructions. Examples include:

- If your lender makes detailed instructions requiring us to deal with matters other than those relating to the title to the property.
- If your lender instructs another conveyancer to act for them.
- If the lender requires anything other than a simple certificate of title (a simple certificate of title is standard with most lenders) in order to send the mortgage funds to our firm.
- If a trust document is required.
- If there is a defect in the property title which requires remedying prior to completion.
- If the transaction requires a new lease to be granted rather than an assignment of an existing lease.



Costs and Service Information

Sale of a freehold residential property

Prices

Fees charged by Banks Kelly Solicitors

Fee	Actual	VAT	Total
Legal fee *	0.4% of the property value	Charged at 20% of our legal fee	0.4% of the property value plus VAT
Bank Telegraphic Transfer fee	£30.00	£5.00	£35.00

SUBTOTAL £ 0.4% of the property value plus £47.00

* Basis of charging = fixed fee.

Fees payable to third parties ('Disbursements')

Fee	Actual	VAT	Total
Office copies	£6.00	£0.00	£6.00

Work included and key stages

The precise work and stages involved in the sale of a freehold residential property vary according to the circumstances. However, we have set out the key stages involved in a typical sale transaction:

- Take your instructions and give you initial advice.
- Check the title of the property you are selling.
- Prepare documents, the contract of sale and deeds relating to your sale.
- Dealing with questions and enquiries raised by your buyer(s)' solicitors.

- Reporting and providing information to you relating to the property you are selling.
- Exchanging contracts following any necessary negotiations on the terms.
- Approving the transfer deed from the buyer(s)' solicitors.
- Completing your sale and accounting to you for the proceeds or receiving from you any monies required to complete the sale.
- Dealing with all post-completion matters, particularly repaying any outstanding mortgages or loans.

Services excluded

Our service will **not** include any of the following:

- Advice on the value of the property.
- A physical inspection of the property.
- Advice on any planning implications unless instructed to do so which may be subject to additional charges.
- Checks on the property to ensure that it has been built in accordance with any planning permissions granted.
- Advice on any search result findings that identify contaminated land, fracking sites or other environmental issues.
- Advice on tax or other accounting matters.

Approximate/ average timescales

How long it will take from you accepting an offer on your property until the sale is completed, will depend on a number of factors. However, the average process takes between 8-12 weeks.

It can be quicker or slower depending on the parties in the chain and the efficiency of third parties involved in the sale such as the buyer's solicitors, the solicitors representing other buyers and sellers in the chain, your buyer's bank if they are taking out a mortgage, search providers and the relevant local authority to conduct your buyer's local search.

Factors that could increase costs

In some circumstances we may increase our fees to account for additional time, work or skill required to meet your instructions. Examples include:

- If there is a defect in the property title which requires remedying prior to completion.
- If we are required to discharge more than one mortgage or loan on the property.
- If we are required to obtain retrospective approval to any alterations to a property or obtain an insurance indemnity policy in relation to any problem concerning the transaction.



Costs and Service Information

Sale of a leasehold residential property

Prices

Fees charged by Banks Kelly Solicitors

Fee	Actual	VAT	Total
Legal fee *	0.5% of the property value	Charged at 20% of our legal fee	0.5% of the property value plus VAT
Bank Telegraphic Transfer fee	£30.00	£5.00	£35.00

SUBTOTAL £ 0.5% of the property value plus £47.00

* **Basis of charging** = fixed fee.

Fees payable to third parties ('Disbursements')

Fee	Actual	VAT	Total
Office copies	£6.00	£0.00	£6.00

Work included and key stages

The precise work and stages involved in the sale of a leasehold residential property vary according to the circumstances. However, we have set out the key stages involved in a typical sale transaction:

- Take your instructions and give you initial advice.
- Check the title of the property you are selling.
- Prepare documents, the contract of sale and lease relating to your sale.
- Dealing with questions and enquiries raised by your buyer(s)' solicitors.
- Reporting and providing information to you relating to the property you are selling.

- Exchanging contracts following any necessary negotiations on the terms.
- Approving the transfer deed from the buyer(s)' solicitors.
- Completing your sale and accounting to you for the proceeds or receiving from you any monies required to complete the sale.
- Dealing with all post-completion matters, particularly repaying any outstanding mortgages or loans.

Services excluded

Our service will **not** include any of the following:

- Advice on the value of the property.
- A physical inspection of the property.
- Advice on any planning implications unless instructed to do so which may be subject to additional charges.
- Checks on the property to ensure that it has been built in accordance with any planning permissions granted.
- Advice on any search result findings that identify contaminated land, fracking sites or other environmental issues.
- Advice on tax or other accounting matters.

Approximate/ average timescales

How long it will take from you accepting an offer on your property until the sale is completed, will depend on a number of factors. However, the average process takes between 8-12 weeks.

It can be quicker or slower depending on the parties in the chain and the efficiency of third parties involved in the sale such as the buyer's solicitors, the solicitors representing other buyers and sellers in the chain, your buyer's bank if they are taking out a mortgage, search providers and the relevant local authority to conduct your buyer's local search.

Factors that could increase costs

In some circumstances we may increase our fees to account for additional time, work or skill required to meet your instructions. Examples include:

- If there is a defect in the property title which requires remedying prior to completion.
- If we are required to discharge more than one mortgage or loan on the property.
- If we are required to obtain retrospective approval to any alterations to a property or obtain an insurance indemnity policy in relation to any problem concerning the transaction.
- If a chief rent or ground rent is payable and you do not provide an up to date rent receipt.



Costs and Service Information

Uncontested Probate (with all assets in the UK)

Prices

Fees charged by Banks Kelly Solicitors

Fee	Average fee	VAT
Legal fee *	£300.00 per hour plus 1% of the total estate value**	Charged at 20% and payable in addition to our legal fee
		SUBTOTAL £3,000.00 - £4,500.00 plus 1% of the estate value (if applicable) plus VAT

* **Basis of charging** = hourly rate. The average fee quoted is based on 10 – 15 hours to complete the work.

This quote is based on an estate 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 tangible assets.
- There are no more than 2 beneficiaries.
- There are no disputes between beneficiaries on division of assets.
- There is no inheritance tax payable and the executors do not need to submit a full account to HMRC.
- There are no claims made against the estate.

** We charge 1% of the total estate value where we are also acting as Executors for the estate. This is to reflect the increased workload that we have when we act as Executor.

For a bespoke fee estimate relevant to your circumstances, please contact us and we will be happy to run through our fees with you.

Fees payable to third parties ('Disbursements')

Fee	Actual fee	VAT
Probate Registry's fee	£155.00	£0.00
Probate Registry's fee for extra copies	£0.50 per copy	£0.00

Work included and key stages

Our fees include obtaining the grant of probate, collecting assets and distributing them. The precise work and stages involved in a probate matter vary according to the circumstances. However, we have set out the key stages involved in a typical probate matter:

- Take your instructions and give you initial advice.
- Identify the legally appointed executors or administrators and beneficiaries.
- Establish the extent of the estate by identifying the various assets and liabilities.
- Identify the type of probate application required.
- The application for Grant of Probate is prepared and then sworn by the executor and submitted to the appropriate Probate Registry together with the Will, if there is one.
- Once the Grant is received, it is submitted to the various organisations with whom assets are held in order to start the process of transferring the assets into the beneficiaries' names.
- All estate liabilities have to be paid before the estate can be distributed among the beneficiaries;
- Confirmation is required that tax is paid up to date and there are no outstanding HMRC claims;
- Estate accounts should be prepared thereafter, and the estate distributed in accordance with the terms of the Will.

Services excluded from this quote

Our service will **not** include any of the following:

- Any contested probate matters or advice on the same.
- Advice on tax or other accounting matters.
- Advice on assets held outside of the UK.
- Dealing with the sale or transfer of any property in the estate.

We are of course able to assist with all of these matters so please contact us for a bespoke fee estimate if any of these factors apply to the estate that you are looking to obtain probate for and administer.

Approximate/ average timescales

On average, estates that fall within this quote range are dealt with within 6-12 months.