

# Charles Clarke & Co

## Information and Fees for Wills

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### Experience

Both our Partners deal with will drafting and both are experienced Solicitors in this field. Barry Edwards qualified as a Solicitor in 1976 and Emma Clarke in 2009. Both have worked in the legal profession throughout their lives and have drafted many Wills and Codicils during that time.

If you are looking to make a will, we work on a **fixed fee basis**.

Our fixed fee covers all the work required to complete a straightforward will and our fees will be plus VAT at 20%.

### Our fees

|                                                                                 |                     |
|---------------------------------------------------------------------------------|---------------------|
| For the preparation of an individual will                                       | £250.00 + (£50 vat) |
| For the preparation of 'mirror' wills (spouses/partners)                        | £475.00 + (£95 vat) |
| To the registration of your will with the National Will Register                | £25.00 = (£5 vat)   |
| Alterations to your existing will or the preparation and execution of a Codicil | £175.00 + (£35 vat) |
| To the provision of two witnesses to your will at our offices                   | Included            |
| To the storage of your original will                                            | Included            |

### Disbursements

Disbursements are costs relating to the matter that are payable to third parties.

|                                            |                 |
|--------------------------------------------|-----------------|
| ID verification of passport                | £10.00 (no vat) |
| Land registry copy title register per copy | £ 3.00 (no vat) |
| National Will Register registration fee    | £30.00 (no vat) |

### VAT

Our professional fees will include VAT so for example, for a standard will at £250.00 it would attract a VAT payment of £50.00

Where there is VAT on a disbursement you will be advised as you will be liable to pay it.

If you are uncertain as to VAT please ask. **Our VAT number is 344810662**

### **How it works**

We will invite you into the office to have a face-to-face meeting with one of our Partners. We will discuss with you (list not exhaustive) the nature of a will and its implications following your death.

We will take your instructions as to what wishes you want to put into your will which can include your funeral wishes, discussing Executors, your beneficiaries, any particular gifts you wish to make, guardians for minor children, disinheriting and providing for your beloved pets.

If you own a property whether in your sole name or with another, we can look at how you own that property and the impact of your death upon the co-owner.

Once we have full instructions, we will then prepare a draft will for approval. We can amend it until you are satisfied with the draft and once approved, we will prepare a top copy and invite you back to ensure it is signed correctly with two witnesses. We can either store your original will or you can take it away. We will always retain a copy. Following completion of it, we can register its' location with the National Will Register if you wish.

If you would like to have a look at our will questionnaire please feel free to do so.

#### **Services not covered:**

- Advising on in any depth or reviewing lengthy trust documents prepared by another firm.
- Preparing complicated trust documents
- Tax advice
- Deeds of variation and other inheritance tax planning for beneficiaries:
- Any form of litigation i.e. will disputes, claims under the Inheritance Act

#### **What to bring to the appointment .....**

Please bring with you some form of ID, preferably a photo ID perhaps a driving licence, passport or even a bus pass along with your proof of address. Also helpful but not essential, is your address book or a note of those people that will be involved in your will and any questions that you may have.

#### **Home Visits**

We appreciate that not everyone is mobile so we can offer home visits locally or at a place convenient for you whether at home, workplace, care home or hospital. We do apply a nominal fee for this service so please enquire for further details.