

Standard Fees to retained clients
 (Subject to VAT at current rate) Non-retained
 clients should add approx. 50% to stated fee.
 These may be varied from time to time

Work	VAT (Registration number 980 8624 85)	Retained	Non Retained	No	£
Basic retainer -£25 /Inheritance/Assetretainer£25 / Business retainer £25-Per quarter					
Assistance with preparation of initial information prior to the meeting (per 15mins)		£25	£25		
Standard Single Will (Appointing executors and leaving everything to children equally; including extended gifts powers of investment and advancement no IHT considerations, No Specific gift or legacies .Estate under £300,000. Any Advice + additional trusts/work following meeting on retainer/time basis) , Single Property.		£115	£115		
Standard Mirror Wills (Appointing same executors and leaving everything to spouse and to children equally; not including exclusions of near relatives. No Specific gift or legacies Powers of investment and advancement, no IHT considerations. Single property/home. Joint estate under £600,000 Advice following meeting on retainer/time basis) If differing provisions as single Wills		£135	£135		
Additions (* apply if circumstances exist - i.e. not optional):					
*Any Exclusions/unequal shares + Exclusion Clause in Will		£100	£150		
Letter of Exclusion		£75	£100		
*Specific Gifts to Persons or Charities other than grandchildren (each gift)		£15	£15		
*Residuary Gifts other than to Children (including Charities per gift		£25	£55		
* Addition where there are IHT or multiple properties or larger estates (assets over £300,000 per person and £600,000 per a couple per half hour (minimum ½ hour)		£100	£100		
Inclusion of additional person at all or part of meeting (*or delays for consultation)		£40	£60		
*Absence of / locating names postcodes addresses etc. not supplied (each)		£10	£15		
*Search for Land Registry Number (or if not available at initial meeting) / or search		£20	£30		
Severance of Joint Tenancy+ Property Trust + Registration at HMLR		£350	£525		
Transfer of Equity (Land Registry fees in addition) & or registration problems.		£250	£325		
* Advising on Capacity issues (but not including any additional arrangements)		£80	£120		
Letter to Doctors re capacity – (other work on a time basis)		£75	£100		
Disabled / Precaratory Trust / Discretionary Trust		£150	£195		
Lasting Powers of Attorney - With Will (not including registration)					
	First	£120	£180		
	Second	£70	£150		
Lasting Powers of Attorney – Separate					
	Additional fee	£100	£ 90		
Graham Colley Hourly rate paid after fee agreement +VAT & if meeting over 1 hour 30 mins		£250	£250		
External attendance fee/ Out of office hours (Adjusted rates for others)		£0/100	£ 150		
Attendance at GTM to execute Will		£0	£75		
External Attendance to execute Will		£75	£150		
Rearranged appointment		£20	£20		
Retained and Non retained totals					
Less deposit paid (£25.00+£5.00VAT)		£25	£25		
Sub Total					
Other					
		VAT			
		TOTAL			

I/we request authorise that you undertake the above work as a non-contentious business agreement pursuant to Section 57 Solicitors Act 1974as explained in your Terms of Engagement. I/we agree that this constitutes a written intimation of costs pursuant to the Solicitors Accounts Rules I/we understand that if I opt to be a retained client and receive a discount, the discount becomes payable, should I/we terminate the retainer before a sum equivalent to the discount is paid. We understand that if you undertake work in addition to the agreed fee work there will be additional costs

Signed:
 Print Name:
 Date:

Signed:
 Print Name:
 Date:

Received £	by
Cheque/Cash/Card with	thanks
Date:	