



Coping with the death of a loved one is a stressful and difficult time.

Dealing with the added responsibility of the legal and financial aspects of winding up the estate can be a daunting and worrying task. It often comes as a surprise to those appointed in this role as to how much work is involved, especially if the estate is subject to Inheritance Tax.

Contacting family members with whom you have had little or nothing to do with can also be distressing.

Sedgwick Kelly's Probate Department can assist in these responsibilities as much or as little as is required, from simply obtaining the Grant of Probate on your behalf, to dealing with the whole of the administration.

Just because you have been appointed as an Executor or Administrator (those who have a legal right to deal with the administration of an estate) does not mean that you have to do all of the work yourself. It is quite normal to ask a Solicitor for help in this process.

**What does a typical administration involve?**

- Writing to all of the companies where the deceased held assets to ascertain values for Probate purposes, for example, banks, building societies, pension and insurance companies as well as share registrars.

- Valuing the deceased's house and share portfolio if appropriate.
- Writing to the utility companies and any other organisation to either cancel services, redirect invoices or find out if there is an outstanding liability.
- Redirecting mail, clearing the deceased's property and placing it on the market for sale. Dealing with any other large assets such as cars and boats and sending other items for special valuation including antiques and jewellery.
- Preparing any outstanding tax returns or liaising with the deceased's Accountant for this purpose.
- Preparing an Inheritance Tax account and raising funds to pay any outstanding amount.
- Preparing the Probate papers and obtaining the Grant of Probate.
- Collecting the assets or transferring them as instructed. Paying any outstanding liabilities.
- Distributing the estate including any specific legacies.

Being a specialist department we are fully up to date with the latest requirements and procedures. We can also advise you

## PROBATE SERVICES

on ways to save existing and future Inheritance Tax on the monies you have inherited.

We have links with an independent financial adviser should you require advice on the future investment of your inheritance.

It is best to contact us before you commit yourself to any course of action. Don't pay any monies out of your own pocket until you have spoken to us.

We can fully assess the situation and let you know where to begin in each individual case.

We can also advise you on the following areas:

Wills and Trusts

Inheritance Tax Planning

Lasting Powers Of Attorney

Deputyships

With the ever-changing nature of legal services, it is important to seek out the right professional advice. Sedgwick Kelly LLP prides itself on a strong awareness and ability to meet clients' needs. With a focus on friendly service, we offer a high level of technical expertise together with an equally high standard of client care.

We specialise in the following principal areas of practice:

**Property**

**Family Law**

**Employment Law**

**Commercial Law**

**Litigation and Dispute Resolution**

**Private Client**

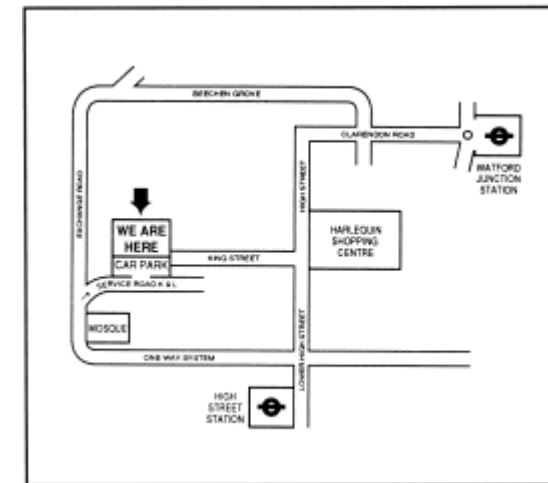
**Wills, Probates and Trusts**

For more information see our website:  
[www.sedgwickkelly.co.uk](http://www.sedgwickkelly.co.uk)

How to find us

**By rail:** Watford Junction (fast Services) or Watford High Street Stations.

**By road:** Entrance to our large car park is from Service Road K & L off the Watford Ring Road (Cambridge Road opposite the Mosque).



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