



The Public Trustee

Let's talk about Grants of Probate and Letters of Administration

What is a Grant?

A Grant is a document certifying that the Supreme Court of Queensland recognises a person's authority to deal with the estate of a deceased person:

- who has left a Will, as executor. This Grant is known as a Grant of *Probate*; or
- who has left a Will and someone other than an executor is applying for a grant, as administrator. This Grant is known as a Grant of Letters of Administration with the Will; or
- who has not left a Will, as administrator. This Grant is known as a Grant of *Letters of Administration, intestacy*.

Potential executors and administrators of the estate of deceased persons should ensure that they are authorised to administer the deceased's Will before they deal with estate assets. A Grant provides the necessary authority to an executor or administrator to deal with the estate's assets in accordance with the deceased's Will and the law.

Are you an Executor or Administrator?

People who can be appointed by the Will as *executors* or *by the Court as administrators* of the estate of a deceased person can use our services to apply for a Grant from the Supreme Court of Queensland.

If you are interested in this service please contact **1300 367 711** for a copy of the agreement.

Our Private Probate Service

If you retain the Public Trustee to provide you with private probate services, the Public Trustee will collect information and engage the services of his legal advisor (the Office of the Official Solicitor) to apply for a Grant from the Supreme Court of Queensland.

Probate Fees As at 1 March 2017 ⁽¹⁾

The Official Solicitor's fees to prepare and file a Standard ⁽²⁾ Probate application	\$2,080.95 (incl. GST)
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In addition to these fees, outlays⁽³⁾ are payable. Standard outlays⁽³⁾ are:

Supreme Court filing fee ⁽³⁾	\$659.70
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Advertising (approximate) ⁽⁴⁾	\$614.30 (incl. GST)
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At the commencement of the work, you will need to pay \$3,354.95 upfront.



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Our Private Probate Service Continued

Additional fees may be applicable if an application for a Grant is not “Standard⁽²⁾”. You should read the terms and conditions in the Private Probate Agreement before making a decision to retain us.

- ⁽¹⁾ All fees are current at 1 March 2017.
- ⁽²⁾ A Standard application for a Grant of Probate is one where there are no additional requirements for affidavits, in making the application to the Court. For detailed information please see the Private Probate Agreement.
- ⁽³⁾ Fees and Outlays are subject to change, as are the terms of The Public Trustee's Private Probate Agreement.
- ⁽⁴⁾ Advertising outlays quoted above are based on costs payable to advertise in the Queensland Law Reporter and Courier Mail.

The Public Trustee can undertake executorial work for you at competitive prices including the preparation of land title documentation and income tax returns.

Phone 1300 360 044