



1

First initial consultation

This can either be at our offices, at your home, or over the telephone - whichever suits you best. It's likely to last around 30 minutes, but may be longer depending upon your individual circumstances.

At this meeting we'll listen carefully to your wishes and then advise you on how best to carry these out in the preparation of your Will. This may include advice on tax planning, if appropriate.

2

Preparing and executing your Will

We'll aim to do this within five working days of taking your instructions. We'll send you a draft copy, so that you can check that it's correct.

If you're happy, you'll need to make an appointment to pop back in to sign it, or you may wish to execute it (sign to make it legally binding) yourself, in which case we'll post the final version to you with execution instructions.

3

Storing your Will

Once executed, we'll store your will for you free of charge, or you can keep it yourself. In any event, we'll give you a copy to keep or to give to your executors.

4

Payment of our fees

We kindly request that you pay for your Will at the same time that it's executed.

Ready for the next step?

We've tried our best to illustrate the normal stages involved in applying for a will – but please note that every case is different.

We'll always advise you individually and make you aware of any extra stages required where we can.