

GUIDE FOR EXECUTORS OF WILLS

Jordans Solicitors LLP

By your side since 1925

Our expertise

For many of us, making a Will is something we know we should do but never quite get around to. Of course, it's important not to put it off and making a Will could be much quicker and easier than you think.

Our Lawyers and staff have a wealth of experience in creating Wills and make the process fast, straightforward, and hassle-free. Once in place, you'll be able to relax knowing that you've planned for whatever the future, may bring. We can also store your Will safely free of charge protecting it from loss or damage.

We've produced this straightforward guide to outline the things you need to do when someone passes away.

What to do when someone dies?

As an Executor, you should initially contact us to inform us of the death so that we can retrieve the Will from our strong room ready for you. We will need to see a copy of the death certificate and evidence of identification for all the Executors before we can disclose the contents of the Will to you.

If you are an Executor named in the Will it is your responsibility to make sure that all of the assets of the person who has died are collected in and first used to pay off any debts in the estate, including any tax that might be owed, before then distributing the balance in accordance with the terms of the Will.

Depending on the assets in the estate this may involve applying for a court order known as a Grant of Probate and completing an Inheritance Tax Return.

Our Wills & Probate team will be able to assist you with all of this

Why is a Will so important

By having a valid and up to date Will in place you can ensure that your estate passes to the people you choose. It also allows you to decide who your Executors should be so that you know that, after your death, your estate is being dealt with by somebody you trust.

It's worth bearing in mind that, in a study by the Legal Services Board, one in four Wills failed their official assessment - meaning they were either completely invalid or didn't properly reflect what the person wanted to happen. By instructing a solicitor to prepare your Will, you are guaranteed to receive regulated and accredited advice.

If you need to discuss your options for either creating or updating your own Will, we would be happy to assist you in this process.

Guide Disclaimer

This guide is provided for information purposes only. We have done our best to ensure that the information contained in this guide is correct as of 07.01.2026. It applies only to England and Wales. However, the guide has no legal force, and the information may become inaccurate over time, due to changes in the law. Information within this guide may be over-simplified and the information contained within it does not constitute legal advice and we will not be liable should you rely on this information. Before you take any action, you should always seek legal advice from a professional with an in-date practicing certificate.

What type of Wills do we offer?

Standard

- You decide who gets what – leave personal possessions or money to family, friends, or charity
- Decide what age any children should benefit
- Set out any funeral wishes
- Appoint a guardian to take responsibility for any children under 18
- Choose who you'd like to appoint to make sure your Will is followed

Asset Protection

Everything covered by a Standard Will but also more complex issues such as:

- Issues concerning stepchildren or a second marriage
- The protection of gifts to ensure they go to your children of a previous relationship
- Giving a gift to someone just for their lifetime – such as your house
- Dealing with complex business or assets structures
- Provision for the ongoing care for someone with a disability or who needs protection
- Reducing the risk of your property being used for the cost of care
- Excluding someone who would otherwise expect to be included
- Reducing the risk of your Will being challenged or being the cause of a family dispute

Standard – Single Will

Costs	£150.00
VAT	£30.00
Total	£180.00

Standard – Double Will

Costs	£260.00
VAT	£52.00
Total	£312.00

Asset Protection – Beneficial Trust Will

Costs	£575.00
VAT	£115.00
Total	£690.00

Severance of Joint Tenancy

Costs	£150.00
VAT	£30.00
Disbs	£8.40 (Land Registry Off Copy)
Total	£188.40

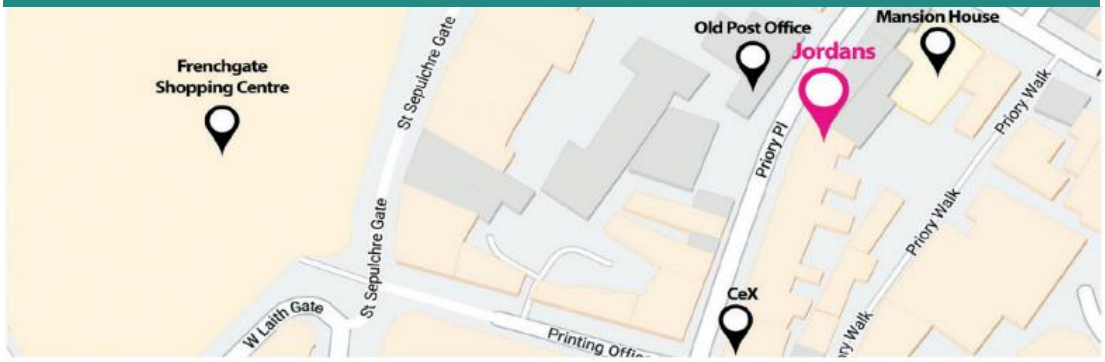
Complex Wills

including IHT, Discretionary Trusts, Estate and Elderly Planning Advice. Price on application following meeting charges to be discussed prior to any work being carried out.

Asset Protection Will assumes your Land Registry Title reflects that the property is held as Tenants in Common in equal shares.

Where can you find us

Doncaster



Kiveton Park - Sheffield



Our key promises:

- Direct Lawyer Contact
- Free Initial Assessment
- Flexible Openings*
  *Contact your local office for availability
- Clear Price Guarantee
- Same-day Response

Next steps

Take advantage of our **Free Initial Assessment** to find out what suits your needs. To get in touch, call us on **01302 365 374** or email your query to **info@jordansllp.com** to receive a response from one of our experts

By your side since 1925

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