ALPHA
PORTFOLIO MANAGEMENT

Probate Service

A comprehensive and cost effective solution

The passing away of a relative, partner or close friend can be a distressing time. Sorting out their Estate may be the last thing on one's mind and probate valuations can be complicated and time consuming.

The Probate Service is here to assist Executors and Administrators deal with the valuation of investments within one's Estate.

All valuations are HMRC compliant and cover quoted UK securities, OEICS and Unit Trusts - both onshore and offshore, as well as Currencies.

With our experience and speed of service this means that we can often provide a valuation within a week of receiving a probate valuation request, depending on the complexity of the Estate.

Jane Mann
Head of Probate Service

Service Features

Our service is open to anyone who requires an official probate valuation or, once probate has been granted, the disposal of investments.

We are able to offer a comprehensive and cost effective solution.

All probate valuations comply with HMRC requirements. Utilising full quarter-up pricing, we cover investments in your own name, where they are held jointly, or where they are held within an ISA or a Third Party Nominee. We can also provide SIPP and SASS valuations and are able to offer a Friday or Monday alternative if death occurs on a weekend

We will, on your behalf:

- Speak to registrars for confirmation of holdings.
- Check all certificates to verify they are valid.
- Apply for Letters of Indemnity where certificates are missing.
- Provide the necessary withdrawal forms to enable stock held within Corporate Nominee to either be sold or transferred.
- Produce stock transfers where the Estate is to be divided between Beneficiaries.
- Have cheques reissued in favour of Personal Representatives.
- Ascertain if there is any outstanding money due to the Estate and request these funds from the registrars.

Upon settlement of an Estate, Beneficiaries and Trustees have the option of continuing to use Alpha for ongoing support and investment advice.

Jane Mann

Our probate team is headed up by Jane, who has over 20 years of experience in this field and will assist with the validation of shareholdings and production of the probate valuation.

“My aim is to simplify things during a difficult time. I have many years’ experience of dealing with an array of issues relating to probate valuations. If you are wondering who to speak to in relation to a deceased estate, I would be happy to help”.

Contact us on 0117 203 3460 to find out more

Principal Terms

Competitive charging structure.

• Holdings to be checked at registrars:
£10* per line of stock

• Production of confirmation letters from registrars:
£5* per line of stock

• Holdings held within our nominee:
£5* per line of stock

A minimum fee of £50* is applicable or 0.1%* of the probate value, whichever is the greater.

Disposal

If you choose to dispose of the holdings with Alpha Portfolio Management, the headline charges are:

- 1.5% on the first £10,000, 0.5% on the balance.
- A minimum charge of £30
- There is no compliance charge

Please note, shares/investments need to be held within our nominee prior to any disposal.

*VAT will be charged at the applicable rate. Please refer to Alpha's current fee schedule and Terms & Conditions. Third party charges will be passed on at cost.

Key benefits of our service

- Quickly sorting through share certificates and any documents relating to share/fund holdings.
- Whilst not a requirement, physical share certificates would assist in us establishing any holding, together with those that are no longer valid.
- Each holding will be verified with the appropriate registrar. This can be done from either certificates you send in or from a comprehensive schedule provided by yourselves. We can provide a schedule to be completed if necessary.
- A full list detailing any holdings that are no longer valid will be provided.
- We are able to register the death certificate and/or the Grant of Probate with respective registrars.
- A competitive share dealing service is available, following the sight of a sealed copy of the Grant of Probate.
- Letters of Indemnity can be applied for on your behalf where holdings have been confirmed but where no valid certificates are available.
- CREST transfer forms for those holdings which are to be sold can be provided or, alternatively, stock transfer forms can be provided for those shares, which are to be transferred.

Call us on 0117 203 3460

Email us on probates@alpha-pm.co.uk

Learn more at www.alpha-pm.co.uk

Alpha Portfolio Management, 1 The Square, Temple Quay, Bristol BS1 6DG
Tel: 0117 203 3460   probates@alpha-pm.co.uk   www.alpha-pm.co.uk
Alpha Portfolio Management is a trading name of R C Brown Investment Management PLC.
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