



BEAULIEU WILLS AND ESTATE PLANNING

Don't wait, Protect Your Estate

Terms of Business

The following standard terms of business apply to all instructions accepted by Beaulieu Wills and Estate Planning (BWEP) . All services provided are subject to these terms except where changes are expressly agreed in writing. These terms of business form the basis of the contract between BWEP and the Client(s).

Services Provided

The production of Wills & Lasting Power of Attorneys (LPA's) and other associated documents in accordance with your instructions.

Our obligations are:

To comply with your instructions using all due skill, care and expedition appropriate to your needs. To provide you with draft documents within 48 working hours of us receiving all relevant information.

Your obligations are:

To disclose all relevant facts and answers to all the questions asked to allow us to provide accurate advice and produce an effective legal document. We shall not accept liability in respect of information which was not disclosed which may affect the validity or content of the documents or advice given.

To read through the draft document(s) provided; to confirm in writing that they correctly reflect your wishes as to the distribution of your estate and that the names and addresses of the persons mentioned in the document(s) are correct. Changes made to the Will/LPA's prior to signing after you have confirmed the suitability will attract a fee of £25.00

To arrange for witnesses to be present at the time of the signing of your Will.

To pay immediately 25% of the fee due for the provision of services after initial instructions received, for fees totalling over £500 . The balance (or full payment for fees under £500) being paid in full immediately on receipt of my invoice, once Draft Copies of Documents have been received and prior to Final Documents being produced. Payment via Direct Transfer, Credit/Debit Card, (Card Payments incur a 2% transaction fee) or Cheque made payable to I K Nicholson (Cheques incur a £5 handling fee).

Telephone: 01277 562 567 • Mobile: 07919 241386

Email: ian.nicholson@bwep.uk • www.bwep.uk

BWEP PO Box 13135 Brentwood CM14 9TW



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Fee Structure

The following fees relate to basic services and do not at present attract VAT. All fees (including extra fees for more complicated arrangements) will be agreed prior to any work commencing:

- | | |
|--|----------------------|
| • Single Will | £150 |
| • Mirror Wills | £250 |
| • Property Trust Written in Will | £200 |
| • Tenancy Severance | £50 |
| • Each LPA (Including Business LPA's) | £250 |
| • OPG Registration Fee per LPA | £82 |
| • In person meeting fee (your home) | £25 |
| • Secure Will Storage Fee (single) | £40 per annum |
| • Secure Will Storage Fee (Mirror) | £50 per annum |

Client Care

If you are not happy with any aspect of service provided, you should contact: Beaulieu Wills and Estate Planning: PO Box 13135 Brentwood CM14 9TW

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Cancellation Rights

Under "The Consumer Contracts (Information, Cancellation, and Additional Charges) Regulations 2013" you have the right to cancel this contract if you wish; within fourteen calendar days starting on the day this document is issued.

You may cancel by telephone, email or letter or by using the last section of this document.

Work begun prior to the expiry of the cancellation period

If you have agreed in writing that work will commence before the fourteen day cancellation period expires, and you subsequently cancel in accordance with your rights, you are advised that reasonable payment may be due for any work carried out.

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Cancellation Notice

This Cancellation Notice is set out in the form required by Consumer Contracts (Information, Cancellation and Additional Charges) Regulations 2013.

(Complete, detach and return this portion of the form **ONLY IF YOU WISH TO CANCEL THE CONTRACT**)

To:.....

I/We (delete as appropriate) hereby give notice that I/we wish to cancel my/our contract.

Name(s).....

Address.....

Signed.....

Date