

Burke & Associates Lawyers Wills & Succession Planning

Fee Structure



**Burke & Associates
Lawyers**

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Wills and Succession Planning

At Burke & Associates Lawyers we empower you to put in place a succession plan that suits your needs.

Your succession plan can address decisions to be made during your lifetime as well as after your death and can incorporate preparation of Enduring Powers of Attorney, Appointments of Medical Treatment Decision Maker as well as Wills (with or without testamentary trusts).

Wills and Succession Packages

We offer our wills and succession planning services in 'packages'. These packages are intended to give you an indication of our estate planning fees prior to our meeting with you.

Of course, one size does not fit all. Once we understand a bit more about your personal circumstances, we will be able to provide you with an estimate of total costs for a succession plan that is tailor made for you.

Additional Documents

Our packages include the usual required estate planning documents. There are some circumstances where you may require additional documents to compliment your succession plan.

The following documents are offered in addition to our packages set out below:

1. Appointment of Supportive Attorney
2. Corporate Enduring Power of Attorney
3. Advance Care Directives
4. Letters of Wishes

These additional documents are discussed on page 8.

Summary of Packages

1. Classic Succession Planning Package

Single person	\$1,425.00 plus GST
Couples	\$1,750.00 plus GST

2. Intermediate Succession Planning Package

Single person	from \$1,635.00 plus GST
Couples	from \$1,995.00 plus GST

3. Advanced Succession Planning Package

Single person	from \$2,125.00 plus GST
Couples	from \$2,550.00 plus GST

4. Complex Succession Planning Package

Single person	from \$3,895.00 plus GST
Couples	from \$4,500.00 plus GST

Summary of Additional Documents

1. Appointment of Supportive Attorney

Single person	\$250.00 plus GST
Couples	\$325.00 plus GST (one power each)

2. Corporate Enduring Power of Attorney

Per company	\$300.00 plus GST
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3. Advance Care Plan

Classic	\$600.00 plus GST
Intermediate	\$800.00 plus GST
Complex	\$900.00 plus GST
Detailed	from \$1,200.00 plus GST

4. Letter of Wishes

from \$300.00 plus GST per letter

Classic Succession Planning Package

This package is suitable for you if some or all of the following apply:

- Your personal circumstances and succession planning requirements are not complex

This package is not suitable for you if some or all of the following apply:

- You have an interest in a company, business, joint venture or trust
- You have a self managed superannuation fund
- You require a testamentary trust
- You require numerous itemised or charitable bequests
- You have a blended family with special considerations
- You own property requiring specialised notation in your Will (e.g. international assets)

How much does it cost?

Single person - \$1,425.00 plus GST

Couples - \$1,750.00 plus GST (where you require Wills that “mirror” each other)

What is included?

Our fee includes:

- A meeting with one of our succession planning lawyers to consider your succession planning needs;
- Preparation of your documents and a detailed letter of advice;
- A further meeting with you to discuss and sign documents; and
- Providing certified copies of your executed documents.

Intermediate Succession Planning Package

This package is suitable for you if some or all of the following apply:

- Your personal circumstances are somewhat complex but your succession planning requirements are simple
- You have an interest in a company, business, joint venture or trust
- You have a self-managed superannuation fund
- You have a blended family with special considerations

This package is not suitable for you if some or all of the following apply:

- You are leaving someone a life interest in property
- You require a testamentary trust
- You require numerous itemised or charitable bequests
- You own property requiring specialised notation in your Will (e.g. international assets)

How much does it cost?

Single person – from \$1,635.00 plus GST

Couples – from \$1,995.00 plus GST (where you require Wills that “mirror” each other)

What is included?

Our fee includes:

- A meeting with one of our succession planning lawyers to consider your succession planning needs;
- Review of your company, business and trust documents specifically with respect to your succession planning;
- Preparation of your draft documents and a detailed letter of advice;
- A further meeting with you to discuss and sign documents; and
- Providing certified copies of your executed documents.

Advanced Succession Planning Package

This package is suitable for you if some or all of the following apply:

- Your personal circumstances and succession planning needs are somewhat complex
- You have a single interest in a company, business, joint venture or trust
- You have a self-managed superannuation fund
- You have a blended family with special considerations
- You own property requiring specialised notation in your Will (e.g. international assets)
- You require numerous itemized or charitable bequests
- You are leaving someone a life interest in property
- You require a testamentary trust

This package is not suitable for you if some or all of the following apply:

- You have multiple interests in a company, business, joint venture or trust
- You require multiple testamentary trusts

How much does it cost?

Single person – from \$2,125.00 plus GST

Couples – from \$2,550.00 plus GST (where you require Wills that “mirror” each other)

What is included?

- A meeting with a succession planning lawyer to consider your succession planning needs;
- Reviewing your company, business and trust documents specifically with respect to your succession planning;
- Liaison with your accountant and other professional advisors;
- Preparation of your draft documents and a detailed letter of advice;
- A further meeting with you to discuss and sign documents; and
- Providing certified copies of your executed documents.

Please note: A detailed review of your instructions and materials may indicate that additional superannuation, company or trust documents are required to finalise your succession plan. In these circumstances preparation of additional documents is not included in the package and will be charged in accordance with our hourly rates.

Complex Succession Planning Package

This package is suitable for you if some or all of the following apply:

- Your personal circumstances and succession planning requirements are complex
- You have multiple interests in a company, business, joint venture or trust
- You have a self-managed superannuation fund
- You have a blended family with special considerations
- You own property requiring specialised notation in your Will (e.g. international assets)
- You require numerous itemised or charitable bequests
- You are leaving someone a life interest in property
- You require multiple testamentary trusts

How much does it cost?

Single person – from \$3,895.00 plus GST

Couples – from \$4,500.00 plus GST (where you require Wills that “mirror” each other)

What is included?

- A meeting with a succession planning lawyer to consider your succession planning needs;
- Review of your company, business and trust documents specifically with respect to your succession planning;
- Liaison with your accountant and other professional advisors;
- Preparation of your draft documents and a detailed letter of advice;
- A further meeting with you to discuss and sign documents; and
- Providing certified copies of your executed documents.

Please note: A detailed review of your instructions and materials may indicate that additional superannuation, company or trust documents are required to finalise your succession plan. In these circumstances preparation of additional documents is not included in the package and will be charged in accordance with our hourly rates.

Appointment of Supportive Attorney

An Appointment of Supportive Attorney does not give another person decision making capacity, but rather, enables you to appoint someone who can assist you in obtaining information on your behalf, equipping you to make your decisions. For example, if you have the mental capacity to make the decision but lack the physical capacity to carry it out.

How much does it cost?

Single person - \$250.00 plus GST

Couples - \$325.00 plus GST

Corporate Powers of Attorney

The Enduring Power of Attorney executed as a part of our succession package gives your Attorney authority to make decisions on your behalf in your personal capacity only. In the event you have corporate responsibilities and want to nominate someone to make decisions on your behalf in your corporate capacity you can execute a corporate Power of Attorney enabling them to do so.

How much does it cost?

Per company - \$300.00 plus GST

Advance Care Planning

It is possible for a person to prepare an advance care plan which incorporates both non-binding instructions (for example, you may include that it is important to you to always live in a room with a view) and binding instructions (for example, whether you consent to CPR) for their future health care.

How much does it cost?

There are various advance care plans that we can assist in preparing, ranging from simple to very complex. A detailed review of your instructions and circumstances will inform which care plan package is most appropriate to your circumstances.

Letter of Wishes

Kept alongside your original Will, a Letter of Wishes is an additional document that can be used to supplement the instructions recorded in your Will.

How much does it cost?

From \$300.00 plus GST

Our Succession Planning Lawyers

At Burke & Associates we have a team of succession planning lawyers who are able to assist you with your succession plan.

Meghan Warren

Meghan specialises in representing medical and health care professionals in their many practice challenges including succession planning.

Contact Meghan at: mwarren@burkelawyers.com.au

Find out more about Meghan here: <http://www.burkelawyers.com.au/meghan-warren>

Rohani Bixler

Rohani has practiced exclusively in the areas of estate planning, deceased estate administration and estate litigation and disputes since 2006. Rohani is committed to focusing on the individual circumstances and objectives and offering relevant options and practical solutions to complex issues.

Contact Rohani at: rbixler@burkelawyers.com.au

Find out more about Rohani here: <https://www.burkelawyers.com.au/people/rohani-bixler/>

Margaret Girardi

Margaret has experience in drafting simple and complex Wills including testamentary trusts as well as other estate planning documents. Margaret is committed to helping her clients gain the peace of mind that comes with knowing they have planned ahead to protect their assets and to secure the future of their family.

Contact Margaret at: mgirardi@burkelawyers.com.au

Find out more about Margaret here: <http://www.burkelawyers.com.au/margaret-girardi>

Shabitha Sumanathasa

Shabitha enjoys working in the area of estate planning and deceased estates. She is committed to finding the right solution for her clients in a timely manner and provides clear explanations and advice with reference to possible outcomes.

Contact Shabitha at: ssumanathasa@burkelawyers.com.au

Find out more about Shabitha here: <http://www.burkelawyers.com.au/shabitha-sumanathasa>

Additional Information About Our Costs

When providing you with a tailored quote for your succession planning needs, our fee will be based on the following hourly rates:

Meghan Warren	\$420.00 per hour plus GST
Rohani Bixler	\$425.00 per hour plus GST

Margaret Girardi	\$420.00 per hour plus GST
Shabitha Sumanathasa	\$250.00 per hour plus GST
Paralegal support	\$190.00 per hour plus GST

The fees and hourly rates presented in this document are indicative only, current as at 1 July 2020 and are subject to change from time to time.

If engaged by you to complete your succession planning we will provide you with a formal Disclosure Statement and Cost Agreement as required by the *Legal Profession Uniform Law (Victoria)* which will include an estimate of your our total costs in the matter.

If disbursements or “out-of-pocket” expenses are incurred when completing your succession plan, the cost must be paid by you in addition to our fee.