



Executor Assist.

Free yourself to do more



executorassist.co.nz

Executor Assist.



You make the decisions. We make it happen.

Acting for or as the Executor of any client's Will can be a time-consuming task. It can also be a drain on legal practice resources that may already be stretched.

However, estate management is often an important and expected part of any positive solicitor/client relationship.

Executor Assist frees you and your core staff from the everyday administrative processes around estate management, so you can direct your time where your specialist skills can achieve more. It can also help you free your diary to enjoy a little more of life outside work.

You retain your client relationship, and control over all decisions through every step of the process. The Executor Assist team simply works quietly in the background to help you get there more efficiently. And profitably.

To find out how Executor Assist can make a real difference to your practice, please talk to us today

0800 783 932

executorassist@publictrust.co.nz

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You choose how much we do.

Executor Assist can offer as much or as little help as you need. We can take on selected parts of the process or all of it. It's entirely up to you and your assessment of the task at hand.

Our services cover all of the Executorship responsibilities including obtaining Probate, collecting and managing assets, paying debts, finalising tax returns and distributing the estate.

We also have the experience to deal with Re-seals, and Letters of Administration.

Our team can remain in the background or work upfront. It's up to you. But whatever you choose, you always retain the client relationship and control over decision-making.



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We make the process simple.

Our team ensures that the estate management process is as simple and easy for you as possible. And here's how we do it.

Getting to know each other

We set up an initial meeting so our team can get to know you, your business and your client.

Choosing what works for you

We work with you to decide on the best service option to meet your needs.

Developing a plan

We work with you to develop a detailed plan to administer the estate.



Agreeing on our approach

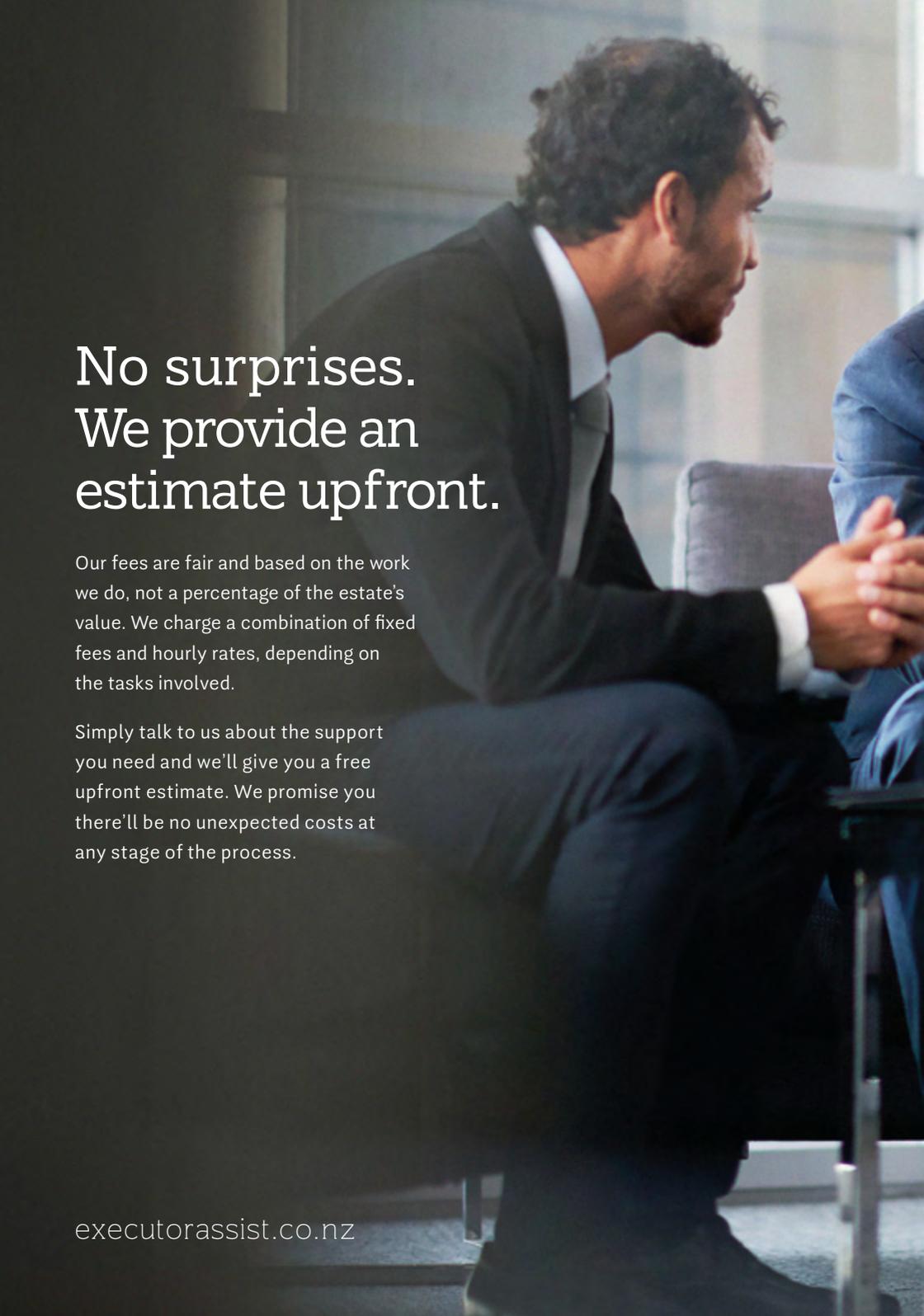
We agree on the terms of how we will work together to ensure quality and timely delivery of work.

Getting started

We detail a 'letter of engagement' outlining the key decisions made and appointing a single point of contact from our team to begin and manage the process.

Staying in touch

We ensure on-going communication through every stage of the administration process.



No surprises. We provide an estimate upfront.

Our fees are fair and based on the work we do, not a percentage of the estate's value. We charge a combination of fixed fees and hourly rates, depending on the tasks involved.

Simply talk to us about the support you need and we'll give you a free upfront estimate. We promise you there'll be no unexpected costs at any stage of the process.



It's what we do best.

Estate administration is our core business, administering more than 2,000 estates every year. Here's why you can count on us to get it right first time, every time.

- You'll work with a dedicated team of experienced estate, legal and accounting specialists who will manage the whole process to make sure everything runs smoothly in a timely and efficient manner.
- We always have your client's best interests in mind. Our service is always professional and impartial to ensure that every outcome is fair, irrespective of the family situation.
- Our fees are based on the work we do, not on a percentage of the estate's value. We'll provide an estimate upfront, so you can be sure there will be no surprises along the way.

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