

**Schedule of Fees (Effective January 1, 2023)****Part A – Fixed Fee Legal Services**

Service	Description	Fees <sup>1</sup>
<i>General</i>		
Notary Public/Commissioner Oaths	Basic - notarizing documents, swearing affidavits, notarial certificates, certified copies of originals.	\$75
	Advanced – notarizing residential real estate purchase/sale documents from either Alberta or out of province, and estate/executor documents.	\$150

*Estates*

Will	Preparation and execution of a Last Will & Testament with basic terms.	\$500 individual	\$900 couple
Power of Attorney	Preparation and execution of a Power of Attorney.	\$300 individual	\$500 Couple
Personal Directive	Preparation and execution of a Personal Directive.	\$300 individual	\$500 Couple
Estate Package	Preparation and execution of a Last Will & Testament with basic terms, Power of Attorney and Personal Directive.	\$900 individual	\$1300 Couple
Codicil	Preparation and execution of a Will Amendment	\$300 individual	\$500 Couple

*Business*

Incorporation	Incorporation of a named or numbered Alberta corporation, preparing articles, bylaws, initial directors' and shareholders' resolutions, share certificates, registers and minute book.	\$1200 <sup>2</sup>
Minute Book Services	Acting as registered office for corporate minute book, filing annual return, preparing annual directors and shareholders resolutions.	\$315/year <sup>3</sup>

**Part B – Hourly Rate Legal Services**

Any Corporate and Commercial legal services not listed above are provided on an hourly rate basis.

Service	Description	Fees <sup>1</sup>
Any corporate, commercial or other legal services not listed above in Part A.	Time spent on emails, phone calls, negotiating, reviewing and drafting documents, in-person meetings.	\$250/hour
Sale of a Business	Asset or Share Purchase Agreement and related documents	\$5,000 - \$12,500 <sup>4</sup>

<sup>1</sup> Fees do not include G.S.T.

<sup>2</sup> Includes payment of the \$350 filing fee charged by the Government of Alberta Fee and the \$40 NUANS name search fee.

<sup>3</sup> Includes payment of the \$65 annual filing fee charged by the Government of Alberta.

<sup>4</sup> Total price can vary significantly depending on the complexity of the deal (assets vs. shares, vendor or bank financing, employees) and how co-operative the other side is, but for a basic purchase and sale I advise clients to budget for legal fees in this range.