



Helping Individuals

**WARNERS**  
solicitors

modern thinking  
traditional values



Warners have been providing legal services to individuals since 1785. Operating from two locations in Kent the private client teams are amongst the most experienced in the South East. Specialist lawyers based in each office can provide you with the level of complex expertise and integrated advice you require, yet maintaining the personal and dedicated touch you expect for private matters.

Long gone are the days when one lawyer, however experienced, could advise a client on different areas of the law. Warners recognise this, and you may find in some instances that your point of contact at Warners hands your matter on to a specialist colleague within the team who is better able to help you with your specific problem. It is our aim to offer you the best possible service.

This brochure outlines the variety of legal services we offer to individuals. For further information on any of our services or to discuss how we can assist you please contact us direct or visit our website [www.warners-solicitors.co.uk](http://www.warners-solicitors.co.uk).

Warners prides itself on the consistently high standard of service that all our clients can expect to receive.

To achieve this we recruit first class lawyers who are experts in their specialist field. Our staff are trained to the highest professional standards and are valued for providing practical, sympathetic and trusted advice.

In addition, our continued investment in the latest technology improves efficiency, allowing us to deliver high quality advice as speedily as possible, without compromising client care.

modern technology  
traditional common sense



## Planning for the Future

It is never too soon to start to plan for your, or your family's, future. Warners has specialist lawyers who are available at all of our offices to discuss in a simple and practical way the various steps that you can take.

The following is a brief description of just some of the services that we offer:

### **Making a Will**

It is estimated that seven out of ten people do not have a Will in place. Although your own mortality can be a difficult topic to think about, Wills are the only way to ensure that your assets are dealt with in accordance with your own wishes and particular circumstances. Your Will can also be used as an effective form of inheritance tax planning.

### **Powers of Attorney**

These documents can be used to nominate someone (or more than one person) to act for you in relation to your financial, business and/or property affairs. Powers of Attorney can be used both in relation to short periods of absence, ie, a child travelling during a gap year, or for the longer term, ie, helping a family member or friend who, for whatever reason, is no longer able to deal with their finances personally.

### **Probate administration**

Warners can assist the executors of a Will when it comes to obtaining probate in the estate that they are administering. The period following the death of a loved one can be a very difficult time for all concerned and our lawyers are experienced in handling such matters in a professional, caring and sympathetic way.

modern efficiency  
traditional care



## Residential Property

One of the most important decisions you will make is where and what type of accommodation to buy. It is not only a large financial commitment but will also affect your quality of life in terms of its location and access to local services and schools. It is vital to be confident that the property's condition and environment have been fully investigated to make sure that your choice is a wise investment for the future. Our team of residential property lawyers is available throughout our two offices. Between them they have considerable expertise in the property market and have developed proactive relationships with local and regional estate agents to ensure the best possible service for you.

At Warners, we are committed to providing a comprehensive, quality service which on occasions may mean we will not be the cheapest in town. However, from experience, we believe our clients prefer to have peace of mind knowing their property transaction is being handled professionally and that they are being provided with value for money. In addition to freehold or leasehold sales and purchases, Warners' residential property lawyers can advise you on a range of associated issues including joint ownership agreements, residential tenancy agreements, planning considerations and development schemes. We can also advise you on the best sources of advice on mortgages, surveys and environmental assessments.

## Trusts and Tax Planning

Warners has a specialist Tax Planning Unit made up of experienced tax planners, who are available to discuss in simple terms the opportunities available to ensure that your assets are protected as tax efficiently as possible.

### **Inheritance tax planning**

For most people who own a property in the South East, the value of that property alone means that you will exceed the Government limit for inheritance tax. Our tax planning specialists can advise you on how to achieve the most tax efficient transfer of your assets from one generation to the next, whilst safeguarding your own financial security.

We can also advise you on the creation and administration of Trusts and have specialists who can advise you on personal tax issues, including income tax returns, self assessment and capital gains tax.



The increasingly complex legal world in which we live dictates the need for a modern, efficient law practice to have increasing levels of specialisation and expertise. At Warners we recognise this and have developed the firm accordingly.

However, we also appreciate that the traditional approach we take with our clients, and our ability to listen and suggest practical solutions in plain English, is what makes us different.

modern practice  
traditional skill



## Family and Matrimonial Problems

With the increasing pressures on modern day family life, society has seen a growing number of family breakdowns. More and more couples are choosing to live together, often bringing up children outside marriage.

Warners recognised the increasing need for expert advice in these complex areas, and as a result developed a strong Family Law team. The team is made up of dedicated professionals who have extensive and varied experience in all areas of family and divorce law.

Whatever your specific situation may be, we will provide you with advice in a sensitive and conciliatory way. We will consider at the outset whether the difficulties you are facing might be better served by attending mediation or by participating in Collaborative Law which is a new and exciting alternative to the traditional Court approached basis.

We offer sympathetic and realistic advice to ensure the most satisfactory result and one which will bring matters to a swift conclusion at what is understandably a very traumatic time.

Although you may be experiencing problems for the first time, our lawyers spend every day helping clients with family difficulties. We are able to guide you through the practical issues relating to your children, property, pensions and other financial matters that arise following relationship breakdowns including tax.

modern service  
traditional quality



## Employment Disputes

With the introduction of new employment legislation, employees are more protected now than they have ever been. Regulations relating to unfair dismissal, redundancy, family friendly policies and working hours have all come into force over the last few years.

In response to this increasingly complex area of law, Warners has a specialist Employment Law unit which advises and acts for both individual and company clients.

We have lawyers with both commercial and litigation backgrounds who will be happy to help and, if necessary, represent you in relation to an employment dispute, whether you are defending or pursuing a claim in the Employment Tribunal.

## Civil Litigation

When the occasion arises where you either need to pursue or defend a claim for compensation, Warners has a team of experienced litigators based in Tonbridge and Sevenoaks who can help you with the action and advise you at every step of the process.

Whether it is a personal injury claim as a result of a car accident, a claim of professional negligence, disputes with your landlord or tenant, or a dispute with a neighbour, we will discuss the merits of the case with you and advise you on your best course of action.

We always seek to resolve matters as quickly as possible and at a minimum cost. We do this by acting promptly on your instruction and sometimes advising you to accept an earlier compromise rather than pursue lengthy and potentially costly proceedings.

We are aware of the benefits of mediation and we will discuss this with you at the earliest opportunity.

## Why Warners?



### Lexcel Quality Mark

In September 2003, Warners was very proud to be awarded the Lexcel quality mark from the Law Society. This award demonstrates that we have undergone a rigorous external assessment of all of our systems and procedures, including the development and training of our staff, the organisation and management of the firm, and most importantly how we manage and run our client files. Lexcel accreditation ensures that all of our lawyers in each office are consistently working to the same high standards and that our clients can expect, and will receive, the highest possible quality of service.

The Lexcel quality mark offers assurance to all of our clients that they are dealing with a well-managed and trusted practice, which is committed to delivering a quality service.

### Primary Contact

All clients at Warners are allocated a "primary contact" who will have overall responsibility for your work. Although other lawyers may deal with some of your work when necessary, your primary contact will provide continuity and will be familiar with your needs at all times.

### Specialisation

To reflect the complex, ever-changing nature of the law, Warners has recognised the increasing need for specialisation. Long gone are the days where one lawyer, however experienced, could advise a client on different areas of the law. As a result you may find that your first point of contact at Warners hands your matter on to a colleague who is better able to help you with your specific problem. We want to offer you the best possible service.

### Client Satisfaction Survey Results

For several years we have asked clients for their opinions of the service that they received from Warners. We are proud that our surveys show we have consistently had an overall satisfaction rate of 95%. We have also achieved a steady 98% of clients saying they would use Warners again and would be happy to recommend the firm to a friend or relative. By listening and acting upon your feedback, we aim to continue to improve our service.

### Commercial Services

Please see our Helping Businesses brochure for further information on how Warners can help you with legal issues facing you and your business.

Corporate Law

Commercial Property

Employment Law

Mergers and Acquisitions

Litigation and Dispute Resolution

Notarial Services

### Tonbridge

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Bank Street  
Tonbridge  
Kent TN9 1BL

Tel 01732 770660  
Fax 01732 362452  
DX 5501 Tonbridge

### Sevenoaks

16 South Park  
Sevenoaks  
Kent TN13 1AN

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Fax 01732 747919  
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