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## Know-how for Trust and Estate Practitioners (Know-how Series)

*Philippa Blake-Roberts, Brendan Hall, Philip Prettejohn*  
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**Philippa Blake-Roberts, Brendan Hall, Philip Prettejohn : Know-how for Trust and Estate Practitioners (Know-how Series)** before purchasing it in order to gauge whether or not it would be worth my time, and all praised Know-how for Trust and Estate Practitioners (Know-how Series):

Based on the expertise of three specialists in the legal and accounting aspects of trusts and estates, Know-How for Trust and Estate Practitioners guides readers through all the essential elements of practice in the field of wills, trusts, probate and the administration of estates. This book offers 'hands-on', practical advice on situations which are frequently encountered in practice, and covers all the basics. Emphasis is firmly placed on good practice and client care. Other matters such as structuring the department, setting up office systems, building up the client base, marketing and the competition are also discussed. The book includes a comprehensive set of precedents including specimen accounts, annual review checklists, specimen affidavits and useful addresses. \* Invaluable expertise in developing a successful practice \* Vital inside information necessary to make the business and every transaction a success \* Coverage of all essential points - from setting up an efficient office system through to the problems that occur in cases and providing the best client care.

Contains a wealth of practical advice for those engaged in probate and trust work. New Law Journal (on a previous edition)