



THE ROLE OF THE TRUSTEE

The role of the Trustee is to act in the best interests of the beneficiaries and to manage the trust property responsibly and according to the terms of the trust document. Hiring a CPA to be the Trustee comes with some unique advantages including:

- ❖ Financial Expertise
- ❖ Tax Compliance
- ❖ Impartiality
- ❖ Experience with Legal & Regulator Requirements
- ❖ Continuity & Professionalism.

ANNUAL TRUSTEE FEES

Trust Administration Fee:

- ❖ 0.75%.....on the first \$1,000,000
- ❖ 0.60%.....on the next \$2,000,000
- ❖ 0.50%.....on the next \$7,000,000
- ❖ Negotiable.....on balances over \$10,000,000
- ❖ Negotiable based on complexity.....Complex/Special Needs Trust

These fees are based on the fair market value of assets of the trust estate including stocks, bonds, promissory notes, other personal property and real property. Fees may be collected quarterly. A minimum annual fee of \$3,000 will apply. This fee schedule also applies for appointment of the firm as co-trustee.

Trust Settlement Fee:

- ❖ 4%.....on the first \$15,000
- ❖ 3%.....on the next \$85,000
- ❖ 2%.....on the next \$2,900,000
- ❖ 1%.....on the next \$3,000,000
- ❖ Negotiable.....on balances over \$6,000,000

A trust settlement fee shall be calculated on the fair market value of the trust estate as finally determined for federal estate tax purposes, less liens and encumbrances.

Tax Preparation Fees:

- ❖ Trust Tax Return – Basic.....\$800
- ❖ First Year Trust Tax Return – Basic.....\$800
- ❖ Trust Tax Return – Complex..... Est. range of \$1,000 - \$3,000
- ❖ Additional State Tax Returns.....\$200

Basic Trust Tax Return preparation includes one federal and one state return. Complex Tax Return is defined as having more than three Publicly Traded Partnerships, five or more brokerage statements and/or additional tax reporting elections and calculations are required for the trust.

Additional Fees:

- ❖ Out-of-Pocket expenses will pass through to the accounts, including, but not limited to, overnight mail, replacement tax forms, external legal or professional costs, and other extraordinary services for which compensation is not expressly stated.
- ❖ If Hartshorn CPA, LLC employs legal counsel or other professionals to assist in certain trust or estate activities, the cost will be charged to the trust.
- ❖ When unusual or extraordinary services are requested for which compensation is not expressly stated, additional fees may be charged based on the complexity and time required. Hourly rates are charted at a minimum of one (1) hour and quarter hour increments thereafter. The client will be notified of the hourly rate quote when extraordinary services are required.
- ❖ Hartshorn CPA, LLC reserves the right to change account and services fees at any time if circumstances warrant upon 30 days written notice to the client.