

Kate Flett

WILLS & ESTATES
LAW CLERK



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KATE'S KEY AREAS OF PRACTICE INCLUDE:

- Preparing Letters of Administration.
- Preparing Supreme Court documents to obtain Grant of Probate.
- Administration and distribution of estates including selling and transferring of shares including share portfolios.
- Transferring of deceased property to executors in preparation of sale.
- Transferring of deceased property to beneficiaries including dealing with stamp duty exemptions with the State Revenue Office.
- Liaising with clients, lawyers, and other stakeholders.
- File management.

Kate Flett is a law clerk working in the Harwood Andrews Wills & Estates team, coming from a legal assistant background and has been with the firm for 19 years.

A probate clerk experienced in obtaining letters of administration and grants of probate and in all aspects of estate administration.

Kate assists clients through every step of the estate administration process in a compassionate and efficient manner, with her friendly disposition and willingness to go above and beyond for her clients.

In her spare time, Kate plays inline hockey and enjoys spending time on her country property with her young family.

 [harwoodandrews.com.au/kate-flett](https://www.harwoodandrews.com.au/kate-flett)



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