

Kellie Richards

WILLS & ESTATES

LAW CLERK



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KELLIE'S KEY AREAS OF PRACTICE INCLUDE:

- Preparing Supreme Court documents to obtain a Grant of Probate or Letters of Administration.
- Administration of estates including closing bank accounts, redeeming investments, selling and transferring of shares.
- Distribution to beneficiaries.
- 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 financial institutions, clients, lawyers, and other stakeholders.
- File management.

Kellie Richards is a law clerk working in the Harwood Andrews Wills & Estates team and has been with the firm for over 20 years.


Kellie is experienced in obtaining grants of probate and letters of administration and in all aspects of estate administration.

Kellie assists clients through every step of the estate administration process in a compassionate and efficient manner. With her extensive experience, invaluable estate administration knowledge and attention to detail, she is a highly valued member of the team.

In her spare time, Tracy enjoys playing lawn bowls and spending time with her family.

 [harwoodandrews.com.au/kellie-richards](https://www.harwoodandrews.com.au/kellie-richards)

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