



MURRAY
BEITH
MURRAY

peace of **mind**

putting your **mind** at rest

Taking Care of our Clients

Murray Beith Murray is one of Scotland's leading private client law firms. For over 160 years we have specialised in meeting the legal, financial and administrative needs of individuals and families, family trusts, charities and private companies.

Our aim is to assist our clients in the protection and preservation of their assets. We take time to understand our clients' individual circumstances and family relationships so that they make the best possible decisions for present and future generations.

Our approach to client service is friendly and responsive, whilst operating with the highest standards of integrity and professional expertise. Our service is partner-led and we employ highly skilled solicitors, some of whom are dual-qualified (Scotland and England/Wales).

At Murray Beith Murray you will receive first-rate independent advice and a tailored service so that you can look to the future with confidence.

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great minds think alike

Protecting Personal Assets

Wills

Stating your wishes clearly in a professionally drafted Will makes good practical and financial sense. We will provide you with sound, professional advice about writing your Will and explain how to manage your assets in the most tax efficient way. We will also be pro-active in reviewing the provisions of your Will periodically, so that it remains up to date and takes account of new legislation and changes in your life.

Powers of Attorney

With a Power of Attorney in place, you will have peace of mind that there is someone to handle your affairs should you become unable to do so. The absence of a Power of Attorney can lead to considerable inconvenience and cost. We recommend that everyone who has a Will also considers putting an effective and valid Power of Attorney in place.

Trusts

A properly constructed and well-run trust can be a valuable way of protecting your family and assets. We have one of the largest and most experienced trust management practices in Scotland and can advise on the formation of tax efficient trusts designed to meet a wide range of needs. We can also advise on the winding up of trusts.

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continued... Protecting Personal Assets

Tax Planning

Tax is a complicated, continually changing area. It is important to seek specialist advice to ensure that your assets are protected, exemptions are utilised and tax is minimised. Our expertise covers a broad range of specialist areas including income tax, inheritance tax, capital gains tax and stamp duty land tax.

Looking after the Elderly and Vulnerable

There may come a time in our lives when some help is welcome to deal with administrative tasks. We have long provided the services and support required by those who are no longer able or willing to stay on top of their paperwork.

Executries

It can be difficult and distressing to be faced with the responsibility of making arrangements following the death of a relative or friend. We have a dedicated team of experienced practitioners who will advise on your responsibilities, help to identify the assets and liabilities and also communicate with the people who are entitled to share the assets of the deceased.

Our advice in this area extends to tax considerations; the rights of children; and reviewing and protecting your assets if your own situation has changed. We also have considerable experience in finding solutions for difficult or contentious situations which can sometimes arise in this area.



take a load off your **mind**

Personal Tax, Trust Administration and Financial Management

We offer a comprehensive personal taxation service, including the preparation of tax returns and trading accounts for the self-employed. Our goal is to optimise your tax position by advising how to minimise your liabilities and avoid tax pitfalls. We will ensure that your affairs are dealt with in an effective manner and help you to meet all deadlines.

We provide accounting, administration and tax compliance services for a wide range of trusts. For trustees wishing to take advantage of these services, we have developed a Trust Administration Package which delivers a comprehensive service in a cost efficient manner. We also have particular expertise in administering charitable trusts.

Our financial management service is available to relieve our clients of increasingly complex and time consuming administrative chores. Making time critical financial decisions, co-ordinating different advisers and managing paperwork can be overwhelming for many people. If your spirits sink as paperwork piles up, we can help.

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making up your **mind**

Residential Property and Estate Agency

We have a highly experienced, award winning Residential Property Team. If you are looking to buy a property, whether for your main residence or as an investment, we can help you save time and money by identifying suitable properties, advising on market conditions and negotiating on your behalf.

If you would like to sell a property, we can offer sound, safe advice in relation to property values, and guide you safely through the process. We provide a full estate agency service which includes advice on marketing and advertising, together with completion of the necessary conveyancing.

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mind over matter

Rural Property and Countryside Matters

Whether you are a landowner, farmer or conservationist, or using land for sporting activities, we will draw on our wide experience in rural property law to provide you with comprehensive, expert advice.

You will benefit from our in-depth knowledge relating to the purchase and sale of rural property. We also provide advice on a wide range of rural property issues including landlord and tenant law and land use and development; together with land diversification matters such as wind farms, forestry, nature conservation and environmental issues. In addition, we can advise on the financing of a purchase and on the issue of succession to property.

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in the right frame of **mind**

Employment

Our employment law expertise extends across contentious and non-contentious issues and our clients include businesses, charities, directors and employees.

Our practical approach to difficulties in the workplace can often result in a resolution which avoids costly tribunal or court proceedings. Where matters cannot be resolved, we are experienced in representing clients in employment tribunals and court.

We also provide assistance on a wide range of personnel issues, including disciplinary and grievance matters, redundancy, absence and performance management; together with the necessary paperwork for employing and managing a workforce, such as drafting, reviewing and revising contracts of employment and staff policies.



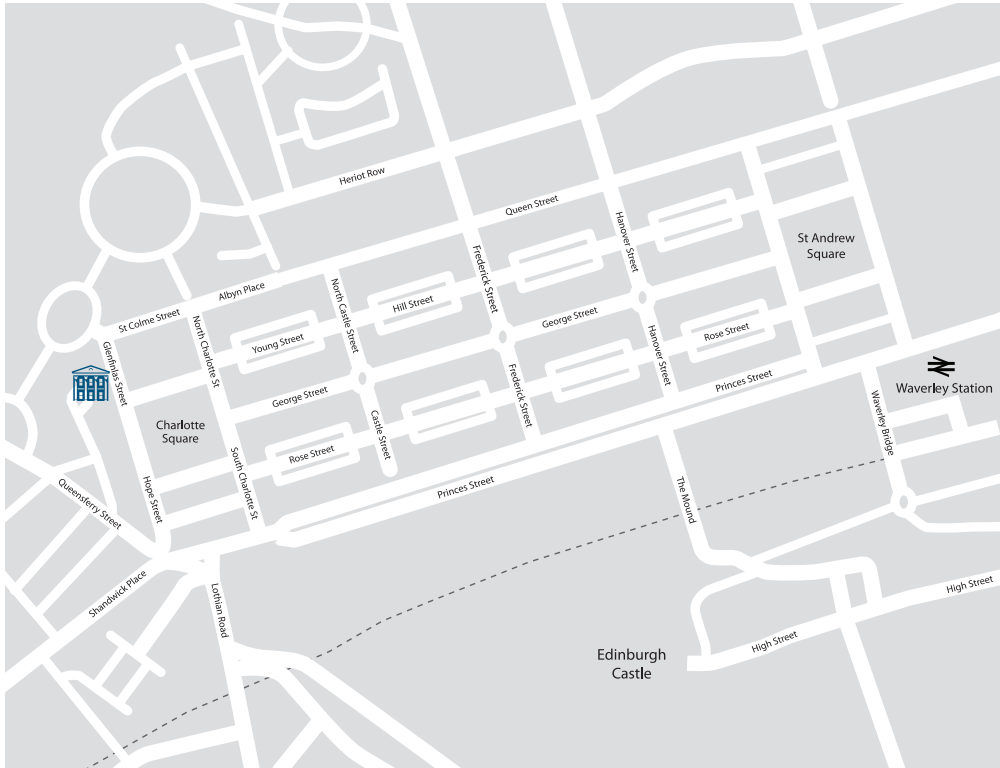
something on your **mind**

Litigation

Sometimes people find themselves faced with a situation where a dispute is unavoidable. This can be difficult and stressful and you may need assistance to resolve the issue. If you find yourself with a need to raise court action, or if you are in a position where you need to defend one, either in the Sheriff Court or Court of Session, we can help.

Where appropriate, we will also advise on the various alternative options open to you. Sometimes matters can be resolved outwith a court setting and we will fully explore this with you to avoid any unnecessary litigation.

We deal with most aspects of litigation and dispute resolution, including contractual disputes; personal injury claims; guardianship applications; disputes arising from executry estates; landlord and tenant issues; and debt recovery.



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