



FEES TO: LANDLORDS

FULLY MANAGED SERVICE

SET UP FEE: £300.00 (inc VAT)

MONTHLY FEES: 12.00% (inc VAT) of monthly rental achieved

INCLUDES

- Agree the market rent and find a tenant in accordance with the landlord's guidelines
- Advise on refurbishment
- Provide guidance on compliance with statutory provisions and letting consents
- Carry out accompanied viewings (as appropriate)
- Market the property and advertise on relevant portals
- Erect board outside property in accordance with Town and Country Planning Act 1990
- Advise on non-resident tax status and HMRC (if relevant)
- Preparation of the tenancy agreement in accordance with the Housing Act 2004 and The Dispute Service
- Preparation of property inventory and schedule of condition
- Interviewing prospective tenants and taking up full references
- Collect and remit the monthly rent received
- Pursue non-payment of rent and provide advice on rent arrears actions
- Advise all relevant utility providers of changes at the beginning of a new tenancy
- Undertake regular inspection visits
- Arrange routine repairs and instruct approved contractors
- Hold keys throughout the tenancy term (if provided with 2 sets at the beginning of the tenancy)
- Make any HMRC deduction and provide tenancy with NRL8 (if relevant)
- Submission of non-resident landlords receipts to HMRC
- Rent review
- Tenancy renewal
- Checkout service

LET ONLY SERVICE

FEE: 50% of the first months' rent + VAT subject to a minimum charge of £420.00 (inc VAT)

INCLUDES

- Preparation of initial tenancy agreement
- Collect and remit initial months' rent received
- Collect and remit security deposit received
- Deduct any pre-tenancy invoices

RENT COLLECTION ONLY SERVICE

FEE: 50% of the first months' rent + VAT subject to a minimum charge of £420.00 (inc VAT)

MONTHLY FEES: 7% (inc VAT) of monthly rental achieved

INCLUDES

- Preparation of initial tenancy agreement
- Collect and remit initial months' rent received
- Collect and remit security deposit received
- Deduct any pre-tenancy invoices
- Collect and remit the monthly rent received
- Pursue non-payment of rent and provide advice on rent arrears actions



FEES TO: LANDLORDS

LET ONLY AND RENT COLLECTION SERVICE ADDITIONAL OPTIONAL FEES & CHARGES

INVENTORY FEE:	1 bedroom property £120.00 (inc VAT)
	2 bedroom property £150.00 (inc VAT)
	3 bedroom property £180.00 (inc VAT)
	4 bedroom property £210.00 (inc VAT)
	5+ bedroom property £240.00 (inc VAT)

TENANCY CONTINUATION FEE: £150.00 (inc VAT)
Preparation of new tenancy agreement for existing tenant(s)

FULLY MANAGED ADDITIONAL NON-OPTIONAL FEES & CHARGES

DEPOSIT REGISTRATION FEE: £3.99 (inc VAT) per month
Register landlord and tenant details and protect the security deposit with a Government authorised scheme and provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of start of tenancy

ADDITIONAL PROPERTY VISITS: £25.00 (inc VAT)
To attend for specific requests such as neighbour disputes; more visits are required to monitor the tenancy; or any maintenance-linked visit

RENEWAL FEE: £75.00 (inc VAT)
Contract negotiation, amending and updating terms and arranging a further tenancy agreement

OBTAINING 3 OR MORE CONTRACTORS' QUOTES: £30.00 (inc VAT) per quote

COURT ATTENDANCE FEE: £36.00 (inc VAT per hour)

WITHDRAWAL FEE: £550.00 (inc VAT)
If the agreement is terminated by the landlord after a tenant application has been submitted but before the tenancy has started

TERMINATION FEE: 1 Calendar Months' Rent
If the agreement is ended by the landlord and the tenant remains in the property

ENERGY PERFORMANCE CERTIFICATE: £90.00 (inc VAT) if required

LEGIONNAIRE'S DISEASE RISK ASSESSMENT: £90.00 (inc VAT) if required

GAS SAFETY CERTIFICATE: £90.00 (inc VAT) if required

RENT GUARANTEE INSURANCE: £100.00 (inc VAT) for a 6 month policy, £150 (inc VAT) for a 12 month policy
We can arrange this on your behalf, please ask for further details

ELECTRICAL INSTALLATION CONDITION REPORT (EICR): £180.00 (inc. VAT) if required

IF YOU HAVE ANY QUESTIONS ABOUT OUR FEES PLEASE ASK A MEMBER OF STAFF

