

LANDLORD FEES SCHEDULE

LEVELS OF SERVICE OFFERED:

	Let Only: £400 (inc VAT)	Rent Collection: Set up Fee £300 (inc VAT) + 8% of rent (inc vat)	Fully Managed: Set up Fee £300 (inc VAT) + 10% of rent (inc vat)
Provide a valuation to determine rental value	✓	✓	✓
Provide guidance on compliance with statutory provisions and letting consents	✓	✓	✓
Advise on refurbishment requirements	✓	✓	✓
Erect board outside property in accordance with Town and Country Planning Act 1990 (where possible)	✓	✓	✓
Market the property and advertise on relevant portals with professional photography, floorplan and room measurements	✓	✓	✓
Carry out accompanied viewings (as appropriate)	✓	✓	✓
Find and reference tenants	✓	✓	✓
Compile tenancy agreement and other relevant legal paperwork required	✓	✓	✓
Collect and remit initial months' rent and deposit and provide tenants with method of payment for throughout tenancy	✓	✓	✓
Meet tenant on day of move in to hand over keys, move in paperwork and to test working smoke detectors	✓	✓	✓
Detailed Inventory/Schedule of Condition upon move in and Checkout report once tenants vacate forming binding agreement (see Fee schedule)	✓	✓	✓
Rent Guarantee insurance availability	✓	✓	✓
Registering deposit with TDS and dealing with dilapidation negotiations if required (see Fee schedule)		✓	✓
Demand, collect and remit the monthly rent along with monthly statements		✓	✓
Pursue non-payment of rent and provide advice on rent arrears actions		✓	✓
Undertake two routine visits per annum and notify the outcome to the landlord			✓
Reminders and arrangement of legal requirements; e.g EPC, CP12, EICR's			✓
Arrange quotations for routine repairs and instruct approved contractors			✓

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ADDITIONAL OPTIONAL/NON-OPTIONAL FEES AND CHARGES

PRE-TENANCY FEES (ALL SERVICE LEVELS)

Arranging and facilitating statutory compliance (this is in addition to the costs of the item itself) if not provided on instruction or undertaken by the landlord:

- Energy Performance Certificate (EPC) £65 every 10 years - £65 (inc. VAT)
- Gas Safety Certificate (CP12) yearly - £90 (inc. VAT)
- Electrical Installation Condition Report (EICR) every 5 years from- £130 + VAT (for 3 bed or less)
- £140 + VAT (4 bed +)
- Installing Smoke alarms and Carbon Monoxide - £20 (inc vat) per smoke alarm
- Legionnaires Risk Assessment £80 (inc VAT)

START OF TENANCY FEES

Let Only - Set-up Fee: £400 (inc. VAT)

Rent Collection or Managed Service - Set up Fee: £300 (inc. VAT)

Referencing for up to two tenants (ID checks, Right-to-Rent check, financial credit checks, obtaining references from current or previous employers / landlords and any other relevant information to assess affordability) as well as contract negotiation (amending and agreeing terms) and arranging the signing of the tenancy agreement.

Also including references of guarantor(s) and preparing a Deed Of Guarantee.

Additional Tenant Referencing Fees: £25 (inc. VAT) per tenant. As Set-up Fees above for additional tenants.

Deposit Registration Fees (where collected): £20 (inc. VAT) per tenancy.

Register landlord and tenant details and protect the security deposit with a Government authorised Scheme. Provide the tenant(s) with the Deposit Certificate and Prescribed Information and TDS Scheme Leaflet within 30 days of the tenancy start date.

Inventory Fees: Dependant on:

- Number bedrooms
- Size of the property
- Any outbuildings
- Furnished or Unfurnished

This includes the arrangement of the initial inventory / schedule of condition before the tenants move in. These form part of a legally binding contract should we need to dispute anything from the deposit.

Starting from £105 (inc VAT) 2 Bed
£115 (inc VAT) 3 Bed
£125 (inc VAT) 4 Bed

Rent Guarantee Protection: Prices depend on value of rent. Please ask for further details.

Landlord Withdrawal Fees (before move-in): £200 (inc. VAT) per tenancy. To cover the costs associated with the marketing, advertising and tenancy set-up should the landlord withdraw from the tenancy before it has started.

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DURING TENANCY FEES

Additional Property Visits: £ 50 (inc. VAT) per visit. Should the landlord request property visits in addition to those within their existing Terms of Business, this covers the costs of attending the property.

Renewal Fees: £72 (inc. VAT) per tenancy. Contract negotiation, amending and updating terms and arranging for the signing of a further tenancy agreement.

Fees for the service of Legal Notices (Section 8 or Section 21): £25 (inc. VAT) per Notice.
(Including in Managed and Rent Collection Services)

Landlord Withdrawal Fees (during tenancy): £250 (inc VAT) per tenancy.

END OF TENANCY FEES

Check-out Fees from: £85 (inc VAT) 2 Bed
 £95 (inc VAT) 3 Bed
 £105 (inc VAT) 4 Bed

Attending the property to undertake an updated Schedule Of Condition based on the original inventory and negotiating the repayment of the security deposit.

Tenancy Dispute Fee: £80 (inc. VAT) per tenancy. The costs associated with the preparation of all evidence and submitting the case to the tenancy deposit scheme as well as dealing with all correspondence relating to the dispute. This only applies where the agent has protected the deposit.

Court Attendance Fees: £50 (inc vat) per hour.

OTHER FEES AND CHARGES

Vacant Property Management Fees: £30 (inc. VAT) per visit.

To cover the costs associated with visiting the property to undertake visual checks on the inside and outside at a frequency mutually agreed with the landlord.

Management Take-over Fees: £100 (inc. VAT) per tenancy.

To cover the costs associated with taking over the management of an ongoing tenancy, ensuring all statutory compliance has been undertaken, confirming everything under "Set-up Fees" above, receiving and protecting the security deposit and providing all necessary legal documentation to the tenant including new tenancy agreement if applicable.

Deposit Transfer Fees: £30 (inc. VAT) per deposit.

Should the landlord request any changes to a protected deposit during a tenancy, this covers the costs associated with legal compliance for said request.

HMRC Reporting Fees: £45 (inc. VAT). Responding to any specific queries relating to quarterly or annual Return from either Landlord or HMRC.

Overseas Landlords: £75 (inc. VAT)

To enable rental income to be paid gross, overseas Landlords can apply for an exemption certificate from the Inland Revenue. We can supply the necessary forms and guidance notes.