



Standard fees for Landlords

Level of service offered:

Introduction Only: prices from 6% (+ VAT)

INCLUDES:

- Collect and remit initial months' rent received
- Deduct any pre-tenancy invoices
- Provide tenant with ongoing method of payment

Rent Collection: prices from 8% (+ VAT)

INCLUDES:

- Collect and remit monthly rent received, deduct commission and provide monthly statements
- Deduct any pre-tenancy invoices
- Arrange tenant standing order mandate
- Pursue any non-payments of rent and provide advice on rent arrears actions
- Agree collection of any shortfall and payment method

Fully Managed: prices from 10% (+ VAT)

INCLUDES:

As per Rent Collection, plus:

- Arrange any pre-tenancy works, such as Gas Safety checks, Cleaning etc
- Undertake three property inspection visits per annum and report to landlord
- Arrange routine repairs and instruct approved contractors (providing quotes)
- Negotiate with landlord and tenant any disbursement of the security deposit
- Return security deposit as agreed with landlord and tenant to relevant parties
- Hold keys throughout the tenancy term

ADDITIONAL FEES AND CHARGES (IRRELEVANT OF LEVEL OF SERVICE)

Setup Fee: £168.00 (inc VAT)

- Agree the market rent and find a tenant in accordance with the landlord 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 the property in accordance with Town and Country Planning Act 1990
- Preparation and execution of Tenancy agreement
- Advise on non-residents tax status and HMRC (if relevant)

Inventory Fee:

Preparation of Ingoing Inventory/Check in: Prices vary dependent on number of bedrooms and/or size of the property and outbuildings.

Deposit Registration Fee: £36.00 (inc VAT)

- Register the security deposit with the Deposit Protection Service, a Government authorised scheme
- Provide the tenant(s) with the Prescribed Information Form within 30 days of start of tenancy

Renewal Fee: £84.00 (inc VAT)

- Review rent in accordance with current prevailing market conditions and RPI
- Negotiate with the tenant to agree a new rent amount
- Direct the tenant to make payment change as appropriate
- Serve section 13 Notice if tenancy is on a rolling monthly basis
- Contract negotiation, amending and updating terms and arranging a further tenancy agreement

IF YOU HAVE ANY QUESTIONS, PLEASE ASK A MEMBER OF STAFF.