



# FEES TO LANDLORDS

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## LEVEL OF SERVICE OFFERED:

**Tenant Find: 50% of rent (inc VAT) subject to a minimum fee of £360 (inc VAT)**

**Rent Collection: 6% of rent (inc VAT)**

**Fully Managed: 12% of rent (inc VAT)**

### INCLUDES:

- Property appraisal and rental valuation
- Advertising and marketing of property
- Accompanied viewings
- Arranging for application form(s) to be completed by applicant(s), taking up references and carrying out credit checks (where possible). Where necessary, requesting a Guarantor
- Preparing an Assured Shorthold Tenancy Agreement or Non-Housing Act Tenancy if appropriate
- Provide advice on compliance
- Collect and remit initial rent
- Collect and register deposit

### INCLUDES:

- Collect and remit the monthly rent received
- Deduct commission and other works
- Pursue non-payment of rent and provide advice on rent arrears actions
- Make any HMRC deductions and provide tenant with the NRL8 (if relevant)

### INCLUDES:

- All the points within the 'tenant find ' service (see left)
- Placing the Tenant's deposit with The Deposit Protection Service
- Regular visits to the property throughout the tenancy
- Arranging any works or repairs at the property. Liaising with tradespeople and the tenant
- Arranging safety inspections
- Carrying out inspection at the end of the tenancy
- Serving relevant notices

## ADDITIONAL FEES :

Setup Fee (Managed service):	£210 (inc VAT)
<ul style="list-style-type: none"><li>• Agree the market rent and find a tenant in accordance with the landlord guidelines</li><li>• Advise on refurbishment</li><li>• Provide guidance on compliance with statutory provision</li><li>• Market the property and advertise on relevant portals</li><li>• Carry out accompanied viewings</li><li>• Erect board outside property in accordance with Town and County Planning Act 1990</li><li>• Advise on non-resident tax status and HMRC (if relevant)</li></ul>	
Inventory Fee	
Quotes will be provided	
Additional property visits (Tenant Find Service)	£40 (inc VAT)
Arrangements fee for work over £1000 (Tenant Find and between tenancies of managed properties)	6% (inc VAT) of net cost
<ul style="list-style-type: none"><li>• Arranging access and assessing costs with contractor</li><li>• Ensuring work has been carried out in accordance with the specification of works</li><li>• Retaining any warranty or guarantee as a result of any works</li></ul>	
Renewal Fee (landlord and tenant total)	£70 (inc VAT)
<ul style="list-style-type: none"><li>• Contract negotiation, amending and updating terms and arranging a further tenancy and agreement</li></ul>	
Checkout Fee (Tenant Find Service)	£90 (inc VAT)
<ul style="list-style-type: none"><li>• Carry out a checkout inspection</li><li>• Provide a report together with photos</li></ul>	

IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF OUR TEAM

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