

## Fees to Landlord

### Deposit Registration Fee:

**£72.00** (inc VAT)

- 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 within 30 days of start of tenancy

### Additional property visits:

**£50.00** (inc VAT)

- To attend for specific requests such as neighbour disputes; more visits are required to monitor the tenancy; or any maintenance-linked visit

### Submission of non-resident landlords receipts to HMRC

**£140** (inc VAT) quarterly

- To remit and balance the financial return to HMRC quarterly – and respond to any specific query relating to the return from the landlord or HMRC

### Arrangement Fee for works over £1000:

2% of net cost

- Arranging access and assessing costs with contractor;
- Ensuring work has been carried out in accordance with the specification of works
- Retaining any warranty or guarantee as a result of any works

### Arrangement fee for refurbishments over £1000

2% of net cost

- Arranging access and assessing costs with contractor;
- Ensuring work has been carried out in accordance with the specification of works
- Retaining any warranty or guarantee as a result of any works

### Obtaining more than two contractors quotes

£0 (inc VAT) per quote

### Rent Review Fee

**£280**(inc VAT)

- Review rent in accordance with current prevailing market condition and advise the landlord
- Negotiate with tenant
- Direct tenant to make payment change as appropriate
- Update the tenancy agreement
- Serve Section 13 Notice if tenancy is on a rolling monthly basis

### Renewal Fee (landlords share)

**based on a pre agreed renewal percentage**

- Contract negotiation, amending and updating terms and arranging a further tenancy and agreement

### Checkout Fee (landlords share)

**£140**(inc VAT)

- Agree with tenant check out date and time appointment
- Instruct inventory provider to attend
- Negotiate with landlord and tenant any disbursement of the security deposit
- Return deposit as agreed with landlord and tenant to relevant parties
- Remit any disputed amount to Scheme for final adjudication
- Unprotect security deposit
- Instruct contractors; obtain quotes; organise repairs /replacement/cost of any broken or missing items

### Court Attendance

**£72.00** (inc VAT) per hour

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

**Please Note : We do not accept Credit/Debit cards bank transfers do not incur any fees**

**Client Money Protection (CMP) Provided By: NALS**

**Independent Redress Provided By : TPOs**