

Landlord Fees (All fees are inclusive of VAT)

- 1. Standard Management Fee:** 14% of monthly rent (subject to a Minimum Monthly Fee of £ 75.00). Plus set up Fee £495
- 2. Letting Only Service Fee:** 12 % of rent for term of tenancy (subject to a Minimum Fee of £ 600.00 per Tenancy term).
- 3. Letting Only Plus Deposit Protection:** 12% of the rent due for Tenancy term (subject to a Minimum Fee of £ 600.00) plus Tenancy Deposit Service Fee see below
- 4. Letting and Rent Collection Fee:** (Items 1 to 12 below): 10.00% of rent due (subject to a Minimum Monthly Fee of £ 75.00). Plus £ 250.00 Set up Fee.
- 5. Advertising of Property:** We advertise the property and pass you the prospective tenants' details and you do the rest. £225.00

Management Service type	1	2	3	4	5
1. Property appraisal, advice and rental valuation	✓	✓	✓	✓	✓
2. Property presentation and advice	✓	✓	✓	✓	✓
3. Marketing and advertising	✓	✓	✓	✓	✓
4. Accompanied viewings and feedback	✓	✓	✓	✓	
5. Take up references, credit checks and guarantor	✓	✓	✓	✓	
6. Carry out right to rent checks	✓	✓	✓	✓	
7. Draw up Suitable Tenancy agreement	✓	✓	✓	✓	
8. Provide Tenants with "How to rent guide"	✓	✓	✓	✓	
9. Prepare inventory and statement of condition (Digital)	✓	✓	✓	✓	
10. Oversee tenant check-in and handover	✓	✓	✓	✓	
11. Register deposit and deal with refund tenancy end	✓		✓	✓	
12. Rent collection and payment to landlord	✓			✓	
13. Liaise with Landlords Mortgagees	✓				
14. Transfer of utilities	✓				
15. Conduct regular property inspections	✓				
16. Advise on repairs and arrange emergency repairs	✓				
17. Make payments on behalf of the landlord for repairs	✓				
18. End of tenancy inspection/check out	✓				

Additional Charges:

Tenancy Set-Up Fee:	£ 495.00 - Managed Service and Letting & Rent Collection
Tenancy Deposit Service Fee:	£40.00 per annum
Tenancy Renewal Fee:	£ 75.00
Duplication and testing of extra keys:	£ 20.00 plus costs
Admin. of NRL tax returns:	£ 125.00 per annum
Energy Performance Certificate Arrangement:	£ 25.00
Hourly rate for other work:	£ 25.00 per hour
Obtaining estimates and supervision of major works:	10% of cost of work over £500.00