

# Fees to Landlords

## TENANT FIND and MOVE IN SERVICE

£600 inc. VAT (£500 + VAT)

*For Landlords who are happy to manage the tenancy themselves. The services include sole-agent marketing, finding tenants, referencing and collection of deposit & first month's rent.*

### *This service includes:*

- Valuation and market appraisal to get the best value for the property
- Advice on legal requirements and Landlord responsibilities
- Marketing Material with colour brochures, floorplans and photography
- Advertising on Rightmove, OnTheMarket, in local newspapers, within our prominent high street offices and on our web site
- Accompanied Viewings
- Tenant referencing
- A photographic Statement Of Condition
- Prepare Tenancy Agreement
- Collect and register the deposit
- Collect the first month's rent
- Set up standing orders to the Landlord from month 2 onwards
- Option to upgrade to Fully Managed Service

## FULLY MANAGED SERVICE

12% inc. VAT (10% + VAT)\*

Set Up Fee of £240 inc. VAT

The monthly fee is inclusive of VAT and will be as an agreed percentage of the monthly rent. For example, Commission 12 % inc VAT, therefore if the agreed rent is **£600 /month**, the commission fee for the full management service will be **£72.00 inc. Vat /month**.

*Note this example is for illustration only. Should the agreed rental be higher or lower than the example price, your managed service fee will be correspondingly higher or lower.*

***A full managed service for Landlords who prefer not to get involved in any day to day matters but are still consulted on any major expenses which may arise.***

As above plus:

- Arrangement of all property maintenance
- Assurance of legal compliance such as Gas and Electric Safety tests
- Maintenance visits
- Annual rental statements for tax returns (upon request)

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## OTHER FEES (applicable to Managed Service and Tenant Find and Move In)

Fee inc. VAT

### Initial Charges

- Energy Performance Certificate (EPC).....£90.00
- Tenancy Agreement negotiation and preparation.....£120.00
- Addenda to Tenancy Agreement.....£60.00
- Additional Schedule of Condition including photographic record.....£120.00
- Multi agency fee.....£90.00

### Deposit

- Admin charge to protect a deposit with the Government protection Scheme.....£48.00
- Deposit claim resolution fee.....from £90.00
- Deposit claim additional correspondence.....£24.00
- Preparation of papers for deposit arbitration.....£90.00

### Renewals

- Renewal of fixed term tenancy agreement preparation charge.....£120.00

### General

- Additional inspection visits and reports (to include photos).....£90.00
- Arranging refurbishment, redecoration or repair when cost exceeds £1000.....10%
- Court attendances (excluding expenses).....per hour £60.00
- Issue of notices.....£90.00
- Redirection of mail.....cost of postage plus £10.00
- Duplicating and testing of additional keys.....£10.00
- Managed Service exit fee.....£480.00

### End of Tenancy

- Check out service to include full written and photographic reports.....£120.00