

FEES TO: LANLORDS

NEW ASSURED SHORTHOLD TENANCIES (SIGNED ON OR AFTER 1 JUNE 2019):

PRE-TENANCY FEES (ALL LEVELS OF SERVICE)

Arranging and facilitating statutory compliance (this is in addition to the costs of the item itself) if not provided on instruction or undertaken by the landlord:

Energy Performance Certificate (EPC):

£114 (inc. VAT) per tenancy

Gas Safety Certificate (GSR):

£108 (inc. VAT) per tenancy

Electrical Installation Condition Report (EICR):

£238.80 (inc. VAT) per tenancy

Portable Appliance Testing (PAT):

£114 (inc. VAT) per tenancy

Installing Smoke and Carbon Monoxide Alarm:

£120 (inc. VAT) per tenancy

BEFORE START OF TENANCY

Set-up Fee: £300 (inc. VAT) per tenancy

Referencing for one Tenant (ID checks, Right-to-Rent check, financial credit checks, obtaining references from current or previous employers/landlords and any other relevant information to assess affordability) as well as contract negotiation (amending and agreeing terms) and arranging the signing of the tenancy agreement.

Additional Tenant Referencing: £42 (inc. VAT) per tenant

As Set-up Fees above for additional tenants

Guarantor: £42 (inc. VAT) per guarantor

Covering credit referencing and preparing a Deed of Guarantee (or as part of the Tenancy Agreement).

Deposit Registration (where collected): £42 (inc. VAT) per tenancy

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 the tenancy start date.

Inventory:

See attached Schedule. Dependent on the number of bedrooms and/or size of the property and any outbuildings.

Landlord Withdrawal: £300 (inc. VAT) per tenancy

To cover the costs associated with the marketing, advertising and tenancy set-up should the landlord withdraw from the tenancy before it has started.

DURING TENANCY

Additional Property Visits: £60 (inc. VAT) per hour

Should the landlord request property visits in addition to those within their existing Terms of Business, this covers the costs of attending the property.

Renewal: £180 (inc. VAT) per tenancy

Contract negotiation, amending and updating terms and arranging for the signing of a further tenancy agreement.

Right-to-Rent Follow-up Check: £42 (inc. VAT) per check

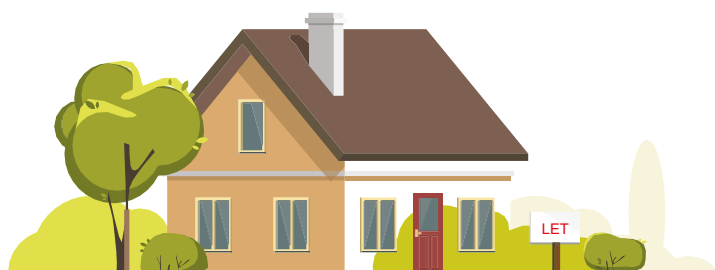
Undertaking a repeat check in person on a time-limited visa in accordance with the Immigration Acts 2014 and 2016. Notifying the Home Office should an illegal overstayer be identified. This does not apply to a Tenant-Find service.

Landlord Withdrawal: £300 (inc. VAT) per tenancy

To cover the costs associated with advising the tenant on the change and the position of the security deposit, transferring the security deposit to the landlord or new agent, notifying all utility providers and local authority (where necessary) and returning all relevant documents held by the agent to the landlord.

Arrangement for works over £500: 12% of NET Cost (inc. VAT)

Arranging access and assessing the costs with any contractors, ensuring work has been carried out in accordance with the Specification of Works and retaining any resulting warranty or guarantee. Managed service only.



FEES TO: LANDLORDS

FINANCIAL CHARGES

Interest on Unpaid Commission:

5% above the Bank of England Base Rate after 14 days from Due Date until paid.

Contractor Commission: 12% of contractors invoice (inc. VAT)

To cover the costs associated with arranging and facilitating the visit of a vetted professional tradesperson.

Submission of Non-Resident Landlords receipts to HMRC (quarterly): £90 (inc. VAT)

To remit and balance the financial Return to HMRC on both a quarterly and annual basis.

Providing an Annual Income and Expenditure Schedule (annually): £60 (inc. VAT)

Same-Day Payment: £30 (inc. VAT) per payment

Should the landlord request a payment faster than the agreed timescales within their existing Terms of Business, this covers the costs of providing a same-day payment service.

OTHER FEES AND CHARGES

Arrangement for Refurbishments over £500: 12% of NET Cost (inc. VAT)

Arranging access and assessing the costs with any contractors, ensuring work has been carried out in accordance with the Specification of Works and retaining any resulting warranty or guarantee.

Vacant Property Management: £60 (inc. VAT) per visit

To cover the costs associated with visiting the property to undertake visual checks on the inside and outside at a frequency mutually agreed with the landlord.

Management take-over: £300 (inc. VAT) per tenancy

To cover the costs associated with taking over the management of an on-going tenancy, ensuring all statutory compliance has been undertaken, confirming everything under "Set-up Fees" above, receiving and protecting the security deposit and providing all necessary legal documentation to the tenant.

Deposit Transfer: £42 (inc. VAT) per deposit

Should the landlord request any changes to a protected deposit during a tenancy, this covers the costs associated with legal compliance for said request.

Court Attendance: £360 (inc. VAT) per day

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

Independent Redress: We are a member of The Property Ombudsman - www.tpos.co.uk.

Client Money Protection: We are a member of ARLA Propertymark client money protection scheme – www.propertymark.co.uk.



FEES TO: LANDLORDS

TENANCIES SIGNED BEFORE 1 JUNE 2019 (PRE-TENANCY FEE ACT 2019):

LEVEL OF SERVICE:

LETTINGS & RENT COLLECTION 13.2% (INC. VAT)	LETTING, RENT COLLECTION & MANAGEMENT 19.2% (INC. VAT)	LETTING, RENT COLLECTION & COMPREHENSIVE MANAGEMENT 20.4% (INC. VAT)
<p>INCLUDES:</p> <ul style="list-style-type: none"> - Professional Photography and comprehensive marketing - Marketing strategy and advice - Accompanied property viewings - Negotiation of tenancy offer - Tenant reference checks - Administering and holding deposit - Collection of rent - Utility transfer service 	<p>INCLUDES:</p> <ul style="list-style-type: none"> - Professional Photography and comprehensive marketing - Marketing strategy and advice - Accompanied property viewings - Negotiation of tenancy offer - Tenant reference checks - Administering and holding deposit - Collection of rent - Utility transfer service - Check-in and Check-out coordination - Pre and Post tenancy works - Key holder facility - 24hr emergency tenant helpline - Safety inspection coordination - Routine maintenance - Property repairs - Management inspections - Arranging payment of outgoing - Advising of deposit deductions and negotiation 	<p>INCLUDES:</p> <ul style="list-style-type: none"> - Professional Photography and comprehensive marketing - Marketing strategy and advice - Accompanied property viewings - Negotiation of tenancy offer - Tenant reference checks - Administering and holding deposit - Collection of rent - Utility transfer service - Check-in and Check-out coordination - Pre and Post tenancy works - Key holder facility - 24hr emergency tenant helpline - Safety inspection coordination - Routine maintenance - Property repairs - Management inspections - Arranging payment of outgoing - Advising of deposit deductions and negotiation - Rent warranty - Legal protection
<p>RENEWAL: 13.2% (INC. VAT)</p>	<p>RENEWAL: 19.2% (INC. VAT)</p>	<p>RENEWAL: 20.4% (INC. VAT)</p>

EXAMPLE BASED ON A 12 MONTH TENANCY

<p>Monthly Rent = £1,000</p> <p>12 months x £1000 = £12,000</p> <p>£12,000 x 13.2% = £1,584 (£1,320 + £264 VAT)</p> <p>RENEWAL - Continuation of Tenancy: £1,584 (£1,320 + £264 VAT)</p>	<p>Monthly Rent = £1,000</p> <p>12 months x £1000 = £12,000</p> <p>£12,000 x 19.2% = £2,304 (£1,920 + £384VAT)</p> <p>RENEWAL - Continuation of Tenancy: £2,304 (£1,920+ £384VAT)</p>	<p>Monthly Rent = £1,000</p> <p>12 months x £1000 = £12,000</p> <p>£12,000 x 20.4% = £2,448 (£2,040+ £408 VAT)</p> <p>RENEWAL - Continuation of Tenancy: £2,448 (£2,040 + £408 VAT)</p>
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FEES TO: LANLORDS

FEES AND CHARGES

Tenancy Set-up Fee: £240 (inc. VAT)

Renewal Administration: £120 (inc. VAT)

Deposit Registration - £42 (inc. VAT)

GUIDE TO THIRD PARTY COSTS

Energy Performance Certificate (EPC): £78 (inc. VAT)

Gas Safety Inspection Certificate: £108 (inc. VAT)

Smoke/CO Detector Fitting:

- 1 alarm: £70 (inc. VAT)
- Additional alarms: £40 (inc. VAT)

Electrical Safety Certificate (EIRC): £238.80 (inc. VAT)

*updated at 25/02/2016

INVENTORY

Inventory Make:

	1Bed	2Bed	3Bed	4Bed	5Bed
Furnished	£144	£162	£198	£234	£270
Unfurnished	£132	£150	£186	£222	£258

All prices include VAT

Inventory Check-Out:

	1Bed	2Bed	3Bed	4Bed	5Bed
Furnished	£132	£150	£186	£222	£258
Unfurnished	£126	£144	£180	£216	£252

All prices include VAT

GUIDE TO COSTS FOR MANAGED/COMPREHENSIVE MANAGED PROPERTIES

Management Property Inspection: £78 (inc. VAT)

Submission of Non-Resident Landlord Receipts to HMRC (quarterly): £90 (inc. VAT)

Arrangement Fee for Refurbishment works over £500: 12% NET costs (inc. VAT)

Waiting at Property: £60 (inc. VAT) per hour or part thereof

Void Period Management Services: £180 (inc. VAT)

*updated at 26/02/2016

OTHER COSTS

CHAPS same day transfer: £30 (inc. VAT)

Court Attendance: £360 (inc. VAT) per day or part of

