



Client money protection
provided by ARLA



Independent redress
provided by PRS



FEES TO LANDLORDS

There are various fees and charges associated with us letting and managing your property that we want you to be aware of. For further information on the benefits of the various levels of service and details of our other charges (including when they apply), and for a copy of our Terms of Business, please contact our office.

Our Service levels and commission charges (*please refer to our Terms of Business for more comprehensive information*)

Rent Collection Service – 12% of the rent including VAT (10% excl. VAT)	Fully Managed Service – 18% of the rent including VAT (15% excl. VAT)
<p>INCLUDES:</p> <ul style="list-style-type: none"> • Property Advertising • Accompany viewings • Arrange inventory check in and out • Ensure Landlord meets Right to Rent Legislation • Collect & remit the monthly rent received • Deduct commission and other works • Pursue non-payment of rent and provide advice on rent arrears actions • Serve Section 21 or Section 8 notice (if necessary) 	<p>INCLUDES:</p> <ul style="list-style-type: none"> • Property Advertising • Accompany viewings • Arrange inventory check in and out • Ensure Landlord meets Right to Rent Legislation • Collect & remit the monthly rent received • Deduct commission and other works • Advise all relevant utility providers of changes • Undertake two inspection visits per annum and issues report to Landlord • Pursue non-payment of rent and provide advice on rent arrears actions • Handle any maintenance issues reported by the Tenant • Advise Landlord on any changes to legislation they need to adhere to • Serve Section 21 or Section 8 notice (if necessary)

Cont'd/...

Additional Non-Optional Fees And Charges (Irrespective Of Level Of Service):

Tenancy Agreement	£180.00 (inc VAT) per tenancy
<ul style="list-style-type: none">• Compiling a Tenancy Agreement between Tenant and Landlord, amending, editing and including terms	
Tenant Referencing	£150.00 (inc VAT) per Tenant
<ul style="list-style-type: none">• Carry out credit checks on Tenant applicants	
Inventory Compilation by professional inventory company	From £85.00 (inc VAT) depending on size of property – please ask us for more details
<ul style="list-style-type: none">• Dependant on the number of bedrooms and/or size of the property and outbuildings	
Check-in and out Fee from professional inventory company	From £75.00 (inc VAT) depending on size of property – please ask us for more details
<ul style="list-style-type: none">• Agree check in and out date and time appointment with tenant and instruct inventory provider to attend	
Tenant Deposit Registration Fee	No Charge
Submission of non-resident Landlords receipts to HMRC	£90.00 (inc VAT) quarterly
<ul style="list-style-type: none">• To remit and balance the financial return to HMRC quarterly – and respond to any related query from the landlord or HMRC	
Provision of annual statements and expenditure	£120.00 (inc VAT)
Renewal Fee	£60.00 (inc VAT)
<ul style="list-style-type: none">• Contract negotiation, amending and updating terms and arranging an extension to the tenancy and arranging signature of new agreement	
Notices	
<ul style="list-style-type: none">• Serving a Section 13 notice	£90.00 (inc VAT)
<ul style="list-style-type: none">• Serving a Section 21 notice	£90.00 (inc VAT)
Tenant substitution	
<ul style="list-style-type: none">• Addendum compilation	£90.00 (inc VAT) Plus £60.00 (inc VAT) for optional tenant credit check for new Tenant

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