



Fees to Landlords

Full Management

We offer a Management Service which would incur a Set-Up Fee of £420.00 including VAT and a monthly charge from 12% of rents collected including VAT. Please enquire for a firm quotation.

Re-let fee

Subsequent lettings will be subject to a re-letting Set-Up Fee of £180.00 including VAT which will include the registration of the deposit to the TDS.

Includes:

- Advertising and Marketing (first two adverts in local newspaper)
- To Let Board (if required)
- Accompanied viewings
- Interviewing prospective Tenants
- Credit Check
- Reference Check
- Tenancy Agreements
- Arrangement of Inventory (see below for pricing information)

Deposit registration

- Register Landlord and tenant details and protect the security deposit under TDS
- Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of start of tenancy

Rent Collection & Advice

- Providing monthly statements
- Deduct commission and other works
- Pursue non-payment of rent and provide advice on rent arrears actions

Property Inspections

- Undertake two inspection visits per annum and notify Landlord of the outcome

Maintenance

- Arranging repairs and maintenance (subject to approval)
- Providing two quotes if required

Rent review

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

Keys

- Hold keys throughout the tenancy term

Notice

- Serving Statutory Notices (as required)

Final inspection/checkout

- Agree with tenant check out date and time appointment (if required)
- 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

Let Only Service

We offer a Let Only Service at a charge of half the first months' rent plus VAT with a minimum charge of £420.00 including VAT.

Includes:

- Advertising and Marketing (first two adverts in local newspaper)
- To Let Board (if required)
- Accompanied viewings
- Interviewing prospective Tenants
- Credit Check
- Reference Check
- Tenancy Agreements

Additional Fees

Non-optional fees and charges (irrespective of level of service):

Deposit registration fee: £60.00 (inc VAT)

- Register landlord and tenant details and protect the security deposit with a Government-authorized Scheme
- Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of start of tenancy

Inventory, epc, gas safety certificate, legionella risk assessment, smoke detectors/co detectors

- Fee available on request as this is carried out by External Providers and the cost is dependent on the individual property.

Additional property visits: £72.00 (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 £60.00 (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 or refurbishments over £1000: 12% (inc vat)

- 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

Renewal fee (if at landlords request) £180.00 (Inc vat)

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

Court attendance

- An hourly rate will be chargeable to the Landlord