

LANDLORD FEES SCHEDULE

ADDITIONAL NON-OPTIONAL FEES AND CHARGES

Full Property Management

PRE-TENANCY FEES

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:

£30 (inc. VAT) per item per tenancy

- Energy Performance Certificate (EPC)
- Gas Safety Certificate (GSR)
- Electrical Installation Condition Report (EICR)
- Portable Appliance Testing (PAT)
- Legionella Risk Assessment
- Installing Smoke alarms and Carbon Monoxide detectors

START OF TENANCY FEES

Set-up Fees: £ 0 (inc. VAT) per tenancy. Referencing for up to two tenants (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.

Guarantor Fees: £0 (inc. VAT) per guarantor. Covering credit referencing and preparing a Deed of Guarantee (or as part of the Tenancy Agreement). Subject to a maximum of two guarantors per tenancy.

Permitted Occupier Fees: £0 (inc. VAT) per permitted occupier. Covers credit referencing and ID checks and explaining to any permitted occupier their rights and responsibilities towards the named tenant(s) and landlord. Subject to a maximum of two permitted occupiers.

Additional Tenant / Guarantor / Permitted Occupiers Fees: £42 (inc. VAT) per person, per tenancy (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)

Deposit Registration Fees (where collected):£0 (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 Fees: £0

Additional fees may apply where the property is furnished or part furnished, if there are outbuildings or substantial grounds. This will be priced on a case by case basis.

Accompanied Check-in Fees: £0 (inc. VAT) per tenancy. Attending the property to welcome the tenant(s), confirm the Inventory and Schedule of Condition, explain the operation of appliances, highlight the location of utility meters, stop-cocks etc. and test that all smoke alarms and carbon monoxide detectors are present and in working order. This is subject to an approved Inventory being provided.

Landlord Withdrawal Fees (before move-in): £360 (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.

Please ask a member of staff if you have any questions about our fees.

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DURING TENANCY FEES

Additional Property Visits: £60 (inc. VAT) per visit.
Should the landlord request property visits in addition to those within their existing Terms of Business, this covers the costs of attending the property.

Rent Review Fees: £0 (inc. VAT) per tenancy.
Review rent in accordance with current prevailing market conditions and advise the landlord, negotiate with the tenant(s), direct tenant(s) to make payment change as appropriate, update the tenancy agreement and serve a Section 13 Notice if the tenancy is on a periodic basis.

Renewal Fees: £0 (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: £0 (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.

Landlord Exit Fees (during tenancy): £150 (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. This is in addition to any commission or other sums due to the Agent under their Terms of Business.

Variation to the tenancy (at the Landlords request during the tenancy): £0 (inc VAT), maximum of two per tenancy. £60 (inc. VAT) per variation per tenancy after that. To cover the costs of amending and updating the tenancy agreement and arranging for the signing of the updated agreement.

Arrangement Fees for works outside those stated in the Terms of Business or 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.

END OF TENANCY FEES

Check-out Fees: £0 (inc. VAT) per tenancy.
Attending the property to undertake an updated Schedule of Condition based on the original inventory and negotiating the repayment of the security deposit. Terms and Conditions apply.

Tenancy Dispute Fee: £96 (inc. VAT) per tenancy.
The costs associated with the preparation of all evidence and submitting the case to the tenancy deposit scheme as well as dealing with all correspondence relating to the dispute. This only applies where the agent has protected the deposit, carried out the check-out, has been provided with the original inventory and Tenancy Agreement and is still acting as the Agent for the tenancy.

Fees for the service of Legal Notices (Section 8 or Section 21): £0 (inc. VAT) per Notice.

Court Attendance Fees: £144 (inc. VAT) per hour.

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FINANCIAL CHARGES

Interest on Unpaid Commission: 3% above the Barclays Bank Base Rate from Due Date until paid.

Contractor Commission: 0% 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 £0 (inc. VAT) quarterly. To remit and balance the financial Return to HMRC on both a quarterly and annual basis.

Additional HMRC Reporting Fees: £42 (inc. VAT) per request. Responding to any specific queries relating to either the quarterly or annual Return from either the landlord or HMRC.

Fees for providing an Annual Income and Expenditure Schedule: £72 (inc. VAT) annually.

OTHER FEES AND CHARGES

Arrangement Fees 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.

Obtaining more than two contractor quotes: £42 (inc. VAT) per quote.

Vacant Property Management:

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

Quotation provided on a case by cases basis and is dependant on the nature and size of the property along with its location.

Management Take-over Fees: £0 (inc. VAT) per tenancy.

To cover the costs associated with taking over the management of an ongoing 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 Fees: £24 (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.

Preparation for Let Management:

Services can be provided to prepare your property for the rental market, this may include cleaning, redecoration, furnishing or refurbishment work. The cost for this is on a case by case basis an individual quotation can be provided following an assessment of your needs. Please contact us for further information.

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