

LANDLORD FEES

RESIDENTIAL LETTINGS & PROPERTY MANAGEMENT

OUR CORE SERVICES

PROPERTY MANAGEMENT ONLY

10.8% inc VAT (i.e. 9% plus VAT) payable in accordance with the frequency in which the rent is paid by the tenant. Subject to a minimum fee of £1,800 inc VAT per annum. This service includes rent collection. For Houses in Multiple Occupation ('HMO') our fees start from 16.8% inc VAT. Subject to a minimum fee of £2,160 inc VAT.

VACANT PROPERTY MANAGEMENT

From £180 inc VAT (i.e. £150 plus VAT) payable per month.

LETTING ONLY

9.6% inc VAT (i.e. 8% plus VAT) for either Sole or Multiple Agency payable on commencement of the tenancy. Subject to a minimum fee of £960 inc VAT.

LETTING & RENT COLLECTION

12% inc VAT (i.e. 10% plus VAT) for either Sole or Multiple Agency payable in accordance with the frequency in which the rent is paid by the tenant. Subject to a minimum fee of £960 inc VAT.

LETTING & RENT COLLECTION & PROPERTY MANAGEMENT ** FULL SERVICE **

16.8% inc VAT (i.e. 14% plus VAT) payable in accordance with the frequency in which the rent is paid by the tenant. Subject to a minimum fee of £1,980 inc VAT. For HMOs our fees start from 21.60% and subject to a minimum fee of £2,400 inc VAT.

MANAGED SHORT TERM LETTINGS & SERVICED APARTMENTS

28.8% inc VAT (i.e. 24% plus VAT) payable on commencement of the tenancy. This service includes full property management during the short-let period. Property furnishing service will attract an additional fee.

PLEASE NOTE: *unless otherwise specified, our core services fees are expressed as a percentage of the gross annual rental income of the property for the entire period of the tenancy and any extension, renewal or period of holding over of the tenancy.*

Our fees as outlined in this document are our minimum fees chargeable to Landlords and these may increase for larger properties and complicated tenancies.

A minimum cancellation fee of £600 inc VAT will apply if, after we are instructed to proceed with a tenancy and after having undertaken all relevant checks and prepared the relevant documents, the Landlord decides not to proceed.

In accordance with the Consumer Rights Act 2015 in this document we outline our fees in respect of residential properties which we let and manage under an Assured Shorthold Tenancy or other Assured Tenancy.

Details of our services can be found on our website. However, please contact us if you require further information about our services, fees or any other services not listed above. Full details of our services are outlined in our Terms & Conditions of Business.

OTHER FEES & CHARGES

Emergency or out of hours (before 8:30am and after 6:30pm) property visits / inspections due to an issue with the property which is the landlord's responsibility | £252 inc VAT per visit plus the cost of any materials or tradesmen as required.

Additional Scheduled Property Visits | £120 inc VAT per visit.

Detailed Property Inspection Report | From £474 inc VAT per report

Detailed Informal Property Valuation | From £474 inc VAT.

Property Management Takeovers | From £899 inc VAT.

Deposit Protection & Registration Fee | £60 inc VAT per deposit. This fee may increase if complications are encountered. This fee is not applicable to our full property management service.

Furnishing the Property | 12% inc VAT administration fee based on cost of furniture (minimum fee of £120 inc VAT).

Property Presentation | £90 inc VAT initial fee plus 10% inc VAT of total expenditure (minimum fee of £234 inc VAT).

Maintenance & Refurbishments Beyond Routine Maintenance Issues and For Works In Excess of £1,000 | 14.4% inc VAT administration fee based on cost of works.

Maintenance & Refurbishments For Works Less Than £1,000 | £90 inc VAT administration plus cost of works (this fee is not applicable for full property management service).

New Residential Tenancy Agreement Fee | £450 inc VAT per tenancy.

Residential Tenancy Agreement Renewal Fee | £350 inc VAT per tenancy.

Preparation of a Simple Deed of Surrender | £234 inc VAT.

Preparation of a Memorandum of Renewal | £120 inc VAT.

Detailed/Complex Amendments to Tenancy Documents | £234 inc VAT per hour.

Gas Safety Check / Portable Appliance Test (PAT) / Electrical Wiring Test / Energy Performance Certificate (EPC) / Legionnaires Assessment / Smoke & Carbon Monoxide Alarms Installation / Mould Issues / Pest Issues / Key Cutting &/or Alarm Fobs &/or Parking Gate Fobs | £90 inc VAT administration fee for arranging each test, assessment or inspection by the necessary contactor or expert plus the cost of any assessor, expert, contractor plus the cost of any appliances and/or materials. Our administration fee does not apply to our full property management service.

Arranging for Buildings and/or Contents Insurance | £234 inc VAT administration fee plus the cost of the insurance.

Arranging for Emergency Insurance for Emergency Callouts | £90 inc VAT administration fee plus the cost of the insurance.

Check-In Inventory | From £114 inc VAT. The fee will increase depending on the size and type of property.

Check Out Inventory | From £144 inc VAT. The fee will increase depending on the size and type of property.

Tenant & Guarantor Referencing | £226.80 inc VAT per person

Professional Cleaning | £90 inc VAT administration fee plus cost of the cleaning.

Arranging for a Formal Property Valuation by a Valuer | From £234 inc VAT administration fee plus the cost of the valuation.

Arranging for a Formal Property Survey by a Surveyor | From £234 inc VAT administration fee plus the cost of the valuation.

Administering Insurance Claims | 12% inc VAT of claim amount administration fee.

Preparation & Service of a Section 21 Notice | £300 inc VAT.

Preparation & Service of a Section 8 Notice | From £354 inc VAT.

Preparation & Service of a Section 48 Notice | £144 inc VAT.

HMRC Application for Non-Resident Landlord to join the Non-Resident Landlord Scheme | From £468 inc VAT per application.

HMRC Return for Non-Resident Landlords | £234 inc VAT per return

Annual Tax on Enveloped Dwellings (ATED) Return | From £780 inc VAT per return plus the cost of the property valuation.

Domestic Money Transfers | £60 inc VAT per same day transfer.

International Money Transfers | £90 inc VAT per transfer.

Court / Tribunal Appearances | £234 inc VAT per hour.

Miscellaneous Duties / Default Hourly Rate | £234 inc VAT per hour

Sale of Property to Tenant | 1.5% inc VAT

Interest on Unpaid Invoices | 8% above the Bank of England's base rate in force from time to time