

FEES MANAGED PLUS *All fees are inclusive of VAT*

TENANCY ARRANGEMENT FEE

First tenancy: 60% of one month's rent (subject to a minimum fee of £480) Second & subsequent tenancies: **30% of one month's rent** (subject to a minimum fee of £240)

Service includes:

Advise on necessary improvements to property

Market property with To Let Board

Multi-portal listings

Discuss interested applicants with the Landlord & advise on suitability

Carry out Right to Rent check

Draw up tenancy agreement & obtain signatures from all parties

Check-in at start of tenancy

Inform local authority of change of occupier

MANAGEMENT FEE 14.4% of monthly rent: includes

Arranging for an EPC to be carried out (where required) -actual EPC cost not included

Pay on net rent less fees and expenses

Respond to maintenance issues reported by tenant

Provide emergency out of hours callout for tenants

Arrange minor repairs and arrange access with tenant

Agreement renewal/rental increase negotiation (tenant pays part of cost)

Pass on exit meter readings

TENANCY DEPOSIT SERVICE FEE

£48

OTHER CHARGES

Legionella Test

£60

Small maintenance jobs

£24 per hour - minimum charge £12

Issuing notice requiring possession

£200

Collecting tax for NRL & filing

£60 per quarter

Goods and services purchased on

At cost

Landlord's behalf

Managing unoccupied properties

7.5% of monthly rent

during void period – 1st month free

Provide guidance on compliance

Produce property brochure

Carry out accompanied viewings

Carry out tenant referencing on each applicant applying for a property (cost paid by tenant)

Advise on non-resident tax status

Arrange for an inventory and schedule of condition to be carried out at start of tenancy (tenants pays for in-going inventory)

Pass on meter readings at start of tenancy

Collect rent & account to landlord monthly

Pursue non-payment of rent

Provide out of hours support for tenants

Carry out routine property visits & report to Landlord

Purchase & replace goods/equipment

Negotiate repayment of deposit

Inform local authority of tenant change

INVENTORY outsourced

In-going Tenant pays Exit Landlord pays - at cost

Arranging work on Landlords behalf before the 1st tenancy

£36

Arranging payment to overseas bank account

£12 plus bank fees

Providing copies of agreement and other documents

£24

Issuing yearly NRL certificate as required by HMRC

£60

Re-direction of overseas post

At cost

Hourly rate for additional professional advice

£60

Where a Landlord requires more than one quote per job

£24 per additional quote

Issuing end of year tax statement

£36

Amending standard agreement

£60 per change

Hourly rate for other work

£36

Obtaining estimates & supervision of major works over £500

10% of cost

All other work by prior agreement

FEES STANDARD MANAGED *All fees are inclusive of VAT*

TENANCY ARRANGEMENT FEE

First tenancy: 60% of one month's rent (subject to a minimum fee of £480) Second & subsequent tenancies: **30% of one month's rent** (subject to a minimum fee of £240)

Service includes:

Advise on necessary improvements to property

Market property with To Let Board

Multi-portal listings

Discuss interested applicants with the Landlord & advise on suitability

Carry out Right to Rent check

Draw up tenancy agreement & obtain signatures from all parties

Check-in at start of tenancy

Inform local authority of change of occupier

MANAGEMENT FEE 12% of monthly rent: includes

Arranging for an EPC to be carried out (where required) -actual EPC cost not included

Pay on net rent less fees and expenses

Respond to maintenance issues reported by tenant

Provide emergency out of hours callout for tenants

Negotiate repayment of deposit

TENANCY DEPOSIT SERVICE FEE £48

Provide guidance on compliance

Produce property brochure

Carry out accompanied viewings

Carry out tenant referencing on each applicant applying for a property (cost paid by tenant)

Advise on non-resident tax status

Arrange for an inventory and schedule of condition to be carried out at start of tenancy (tenants pays for in-going inventory)

Pass on meter readings at start of tenancy

Collect rent & account to landlord monthly

Pursue non-payment of rent

Provide out of hours support for tenants

Two routine property visits per year

Pass on exit meter readings

INVENTORY outsourced

In-going Tenant pays Exit Landlord pays - at cost

OTHER CHARGES

Arranging work on Landlord's behalf before 1st tenancy £36 per work arrangement

Additional Routine property visit (2 per year included in management fee) £60

Periodic tenancy rent increase addendum 1.5% of annual rent

Issuing end of year tax statement £36

Collecting tax for NRL & filing quarterly return to HMRC £60 per quarter

Goods and services purchased on Landlord's behalf At cost

Hourly rate for other work £36

Managing unoccupied properties during void period – 1st month free 7.5% of monthly rent

Arranging work at property

Where a Landlord requires more than one quote per job

Small maintenance jobs

Issuing notice requiring possession

Issuing yearly NRL certificate as required by HMRC

Re-direction of overseas post

Obtaining estimates & supervision of major works over £500

Hourly rate for additional professional advice

£24

£24 per additional quote

£24 per hour - min ch £12

£200

£60

At cost

10% of cost

£60

Legionella Test

Renewing existing agreement

Arranging payment to overseas bank account

Providing copies of agreement and other documents

Amending standard agreement

Monthly Paper statement

All other work by prior agreement

£60

1.5% of term of contract

£12 plus bank fees

£24

£60 per change

£10 per month

FEES LET ONLY *All fees are inclusive of VAT*

TENANCY ARRANGEMENT FEE

First & subsequent tenancies 75% of one month's rent (subject to a minimum fee of £600)

Service includes:

Advise on necessary improvements to property
Market property with To Let Board
Multi-portal listings
Discuss interested applicants with the Landlord & advise on suitability
Carry out Right to Rent check
Draw up tenancy agreement & obtain signatures from all parties

Check- in at start of tenancy
Inform local authority of change of occupier

TENANCY DEPOSIT SERVICE FEE £48

Arranging necessary work on Landlord's behalf before start of tenancy – per job
Legionella Risk Assessment
Renewing existing agreement
Periodic tenancy rent increase addendum
Arranging payment to overseas bank account
Issuing notice requiring possession
Providing copies of agreement and other documents
Goods and services purchased on Landlord's behalf
Holding key-for Let Only clients – paid at start of tenancy
Hourly rate for other work
Hourly rate for additional professional advice
Amending standard agreement
All other work by prior agreement

Provide guidance on compliance
Produce property brochure
Carry out accompanied viewings
Carry out tenant referencing on each applicant applying for a property (cost paid by tenant)
Advise on non-resident tax status
Arrange for an inventory and schedule of condition to be carried out at start of tenancy (tenants pays for in-going inventory)
Pass on meter readings at start of tenancy
Collect first month's rent & pay net rent to Landlord less fees and expenses

INVENTORY outsourced
In-going Tenant pays Exit Landlord pays - at cost

£48
£60
1.5% of term of contract
1.5% of annual rent
£30 plus bank fees
£200
£30
At cost
£12 per month
£36
£60
£60 per change