

FEES SCHEDULE (LANDLORD)



General Fees & Commission			
General Service Schedule scale of fees and charges (all charges are inclusive of VAT).			
Chargeable Service	Service Level		
	Tenant Sourcing	Rent Management	Full Property Management
Tenant Introduction Service Charge	60% of 1 st month's rent Subject to (£360 min)	60% of 1 st month's rent Subject to (£360 min)	----
Tenant Introduction & Rent Collection Service Charge	----	As above & 6.00% of monthly rent thereafter	----
Full Property Management Service Charge (Unfurnished Property)	----	----	12.00% of the gross monthly rent
Full Property Management Service Charge (Furnished Property)	----	----	14.40% of the gross monthly rent
Tenancy Deposit registration and compliance (New Tenancy or Updating @ renewal)	£54.00	£54.00	£54.00
Tenancy Documentation Arrangement Fee / Renewal Fee	£144.00	£144.00	£144.00
Administering Landlord's own Tenancy Agreement	£60.00	----	----
Property visits where requested by landlord (per visit)	£90.00	£90.00	----
Additional Inspections where requested by landlord (per visit)	----	----	£90.00
Provision of Annual Statement or backdated Monthly Statements	----	£24.00 per Statement	£24.00 per Statement
Caretaking Service (where requested by Landlord for long term unoccupied properties – not chargeable for tenancy voids)	----	£240.00 pm from week 5	£240.00 pm from week 5
Check out service and deposit resolution if requested by landlord	£66.00 per hour	----	----

Inventory & Condition Report Charges

Provision of Property Inventory and Condition Report, chargeable at point of each new Tenancy involving new Tenant occupation (all charges are inclusive of VAT).

Property Size	Unfurnished		Furnished	
	New	Re-let	New	Re-Let
1 Bedroom	£108.00	£102.00	£132.00	£120.00
2 Bedroom	£126.00	£120.00	£150.00	£138.00
3 Bedroom	£144.00	£138.00	£168.00	£156.00
4 Bedroom	£162.00	£156.00	£186.00	£172.00
5 Bedroom	£180.00	£174.00	£204.00	£190.00
6 Bedroom	£198.00	£192.00	£222.00	£208.00
Additional Features (Per Feature)	£18.00	£18.00	£24.00	£24.00

Note: Property Inventory and Condition Reports are provided by our Independent Accredited Property Inspection and Inventory Clerks and include photographic records.

“Since the introduction of statutory Tenancy Deposit Schemes on 6 April 2007, the creation of an up to date and accurate inventory has never been more important. One of the main features of the Schemes (brought in primarily to protect the interests of the tenant) is dispute resolution and the inventory will play a major role in the process. When the time comes to agree the amount of deposit returnable to the tenant, a fully detailed and accurate inventory will support the evidence of both the landlord and the tenant, particularly if there is a dispute. The independent adjudicator attached to which ever Scheme the deposit has been registered with will examine all documentation as a basis for his decision and a good inventory will not only speed completion of a tenancy but will also keep costs down.” (Taken from the National Approved Lettings Scheme (NALS) leaflet ‘Why is an Inventory Required?’).

Landlord Obligations & Maintenance

Landlord Obligations and Support Charges (All charges are inclusive of VAT).

Chargeable Service	Service Level		
	Tenant Sourcing	Rent Management	Full Property Management
Provision of Energy Performance Certificate (Required for marketing)	£126.00	£126.00	£126.00
Provision of Property Floor Plan for enhanced marketing	£85.00	£85.00	----
Provision of Landlord Gas Safety Certificate (& Inc. Boiler Service)	£90.00 Certification only £138.00 Inc. annual service	£90.00 Certification only £138.00 Inc. annual service	£90.00 Certification only £138.00 Inc. annual service
Electrical Installation Condition Report (Advised at first letting and 5 yearly thereafter)	£240.00	£240.00	£240.00
Portable Appliance and Smoke/CO Alarm check (chargeable per property)	£54.00	£54.00	£54.00
Water System Legionnaire Risk Assessment (Advised after extended vacant periods)	£132.00	£132.00	£132.00
Arrangement and overseeing major repairs (over £500.00 where external suppliers engaged)	----	----	18.00% of repair value
Arrangement and overseeing general repairs (£0 - £500 where external suppliers engaged)	----	----	15.00% of repair value

Supplementary Service Charges

Additional Service Charges (all charges are inclusive of VAT).

Chargeable Service	Service Level		
	Tenant Sourcing	Rent Management	Full Property Management
Obtaining License/Consent on behalf of landlord (mortgage, freeholder etc.)	----	----	£150.00
Issue of Tenancy Notices (Section 21 etc. where requested by landlord)	£45.00	----	----
Preparation of legal matters / court attendance	----	£180.00 per hour	£180.00 per hour
New property search for investment purposes (payable on completion of any purchase upon our referral)	£240.00	£240.00	£240.00