

LANDLORD FEES SCHEDULE

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LEVELS OF SERVICE OFFERED



	LET ONLY £540 incl. VAT	RENT COLLECTION 8%+VAT (9.6% inc. VAT) £300 (inc. VAT) set up fee	STANDARD MANAGEMENT 10%+VAT (12% inc. VAT) £300 (inc. VAT) set up fee	SILVER MANAGEMENT 12%+VAT (14.4% inc. VAT) £300 (inc. VAT) set up fee	GOLD MANAGEMENT 14%+VAT (16.8% inc. VAT) £300 (inc. VAT) set up fee
Landlord consultation	✓	✓	✓	✓	✓
Agree the rental value	✓	✓	✓	✓	✓
Advise on compliance with statutory provisions	✓	✓	✓	✓	✓
Advertisement	✓	✓	✓	✓	✓
Accompanied viewings	✓	✓	✓	✓	✓
Tenant selection	✓	✓	✓	✓	✓
Employment, Landlord & credit references	£50 per tenant	£50 per tenant	£50 per tenant	✓	✓
Legal paperwork	✓	✓	✓	✓	✓
Check in	✓	✓	✓	✓	✓
Utility transfers	✓	✓	✓	✓	✓
Deposit Protection	✓	✓	✓	✓	✓
Collect rent & provide statements	-	✓	✓	✓	✓
Pursue non-payment of rent & provide advice on actions	-	✓	✓	✓	✓
Monthly statements	-	✓	✓	✓	✓
Maintenance management	-	-	✓	✓	✓
Inspections	-	-	2 per year	3 per year	3 per year
Regular rent reviews	-	-	✓	✓	✓
Inventory	-	-	-	50% inventory discount	✓
Legal expenses for eviction covered	-	-	-	✓	✓
Check out & deposit dispute resolution	-	-	-	✓	✓
Rent guarantee	-	-	-	-	✓

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ADDITIONAL FEES AND CHARGES

PRE-TENANCY FEES (ALL SERVICE LEVELS)

The following is a list of the legal requirements that a Landlord is required to have in place.

- Energy Performance Certificate (EPC) £95 (inc. VAT)
- Gas Safety Certificate - £78 (inc. VAT) for up to two appliances £15 (inc. VAT) for each additional appliance
- Legionella Risk Assessment £95 (inc. VAT)
- Optional – Electricity Installation Condition Report (EICR) £ depends on the size of the property

START OF TENANCY FEES

Set-up Fees: £300 (inc. VAT) per tenancy. Advertising the property, carrying out accompanied viewings, drawing up the tenancy agreement and negotiating terms, arranging the signing of the tenancy agreement, check in, updating utility providers.

Guarantor Fees: £50 per guarantor

Deposit Registration: Free of charge if using the Deposit Protection Service. £30 (inc. VAT) if using the Tenancy Deposit Scheme.

DURING TENANCY FEES

Additional Property Visits - £30 (inc. VAT)
Should the landlord request property visits in addition to those within their existing Terms of Business, this covers the cost of attending the property.

Rent Review Fees: £180 (inc. VAT) if not included under the existing Terms of Business. 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.

Submission of Non-Resident Landlords receipts to HMRC £100 (inc.VAT) quarterly. To remit and balance the financial Return to HMRC on both a quarterly and annual basis.

Renewal Fees: £50 (inc. VAT). Contract negotiation, amending and updating terms and arranging for the signing of a further tenancy agreement.

Right-to-Rent Follow-Up Check: £30 (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. This does not apply to a Let Only service

Arrangement Fees for works over £500: 5% of the net cost (inc.VAT). Arranging access and assessing the costs with any contractors, checking work has been carried out in accordance with the Specification of Works and retaining any warranty or guarantee. Fully managed silver and gold service only.

END OF TENANCY FEES

Check-out Fees: £180 (inc. VAT) per tenancy if not included in chosen level of service.

Attending the property to undertake an inspection of the property to compare the condition against the original inventory from the start of the tenancy and negotiating the repayment of the deposit.

Tenancy Dispute Fee: £120 (inc. VAT) per tenancy if not included in chosen level of service.

The costs associated with the preparation of all evidence and submitting the case to the Deposit Protection Service or the Tenancy Deposit Scheme as well as dealing with all of the correspondence relating to the dispute. This only applies where the agent has protected the deposit.

Fees for the service of Legal Notices (Section 8 or Section 21) £100 (Inc. VAT) per Notice.

Court Attendance Fees: £50 (inc. VAT) per hour.

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INVENTORY FEES:

SIZE OF PROPERTY	£	FURNISHED	£
1 BEDROOM	90	1 BEDROOM	120
2 BEDROOM	120	2 BEDROOM	150
3 BEDROOM	150	3 BEDROOM	180
4 BEDROOM	180	4 BEDROOM	210
5 BEDROOM +	200	5+ BEDROOM	240

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

CLIENT MONEY PROTECTION

WWW.PROPERTYMARK.CO.UK



INDEPENDENT REDRESS

WWW.TPOS.CO.UK

