

RESIDENTIAL LETTING FEES – LANDLORD’S

LET ONLY PROPERTY SERVICE (INTRODUCTORY ONLY)

Marketing of the property including:

- Production of bespoke property brochure with internal & external photographs, room dimensions and property description.
- Office window display.
- Publicising the details on rightmove, zoopla and other property specific portals, as well as our website and social media platforms.
- Erecting a 'To Let' board (if desired).
- Sending details to all suitable applicants registered on our database and following-up, to gain feedback from/arrange viewings.
- Carry out accompanied property viewings.
- Report on viewings and monitor market feedback, to report regularly to Landlord.
- Handle negotiations, whilst always acting in the best interest of the Landlord.
- Introduce applicant(s) to the Landlord.

Fee

One Month's Rent + V.A.T.
(subject to a minimum fee of £500 + V.A.T.).
Payable on introduction of tenant(s).

ADDITIONAL SERVICES

Energy Performance Certificate	£85 + V.A.T.
Tenant Referencing	£125 per applicant/guarantor + V.A.T.
Assured Shorthold Tenancy Agreement	£150 + V.A.T.
Schedule of Condition & Inventory (written & photographic, including meter readings – where possible).	£250 + V.A.T.
Right to Rent Check(s) & Tenant Pack (including deposit registration with DPS, "How to Rent" guide, utility set-up pack, DPS prescribed information, standing order mandate AND (if required and supplied by, or cost of supply covered by Landlord) EPC, gas safety certificate, electrical report).	£75 + V.A.T.
Notice(s) to Tenant(s)/Copy Documents (applicable to email correspondence also).	£50 + V.A.T. (per document)
Property Inspection/Visit	£100 + V.A.T. (per visit)

FULLY MANAGED PROPERTY SERVICE

All services listed under "Let Only" marketing above, together with the following "Additional Services":

- Tenant Referencing (subject to a maximum of 2 references per property & 1 guarantor per tenancy, see below).
- Assured Shorthold Tenancy Agreement.
- Registration of deposit with the Deposit Protection Service (subject to Landlord choice).
- Schedule of Condition & Inventory.
- Six monthly inspection(s) (including property visit and report to Landlord).
- Arrange for any emergency work if necessary and routine repairs & renewals.
- Notice(s) to Tenant(s) including novation of contract, or termination of Tenancy.
- Rent reviews (at 3 yearly intervals, unless otherwise agreed, see below).
- Management of matters arising in connection with Deposit release.
- Quarterly accounting to Landlord (including transfer of rent balance). Please note – more frequent accounting can be arranged at an additional cost (see further below).

Initial Letting Fee £500 + V.A.T.

Ongoing Management 12% + V.A.T.

OPTIONAL ADDITIONAL SERVICES

Additional Referencing £125 per applicant/guarantor + V.A.T.

Additional Property Inspection/Visit £100 + V.A.T. (per visit)

Assured Shorthold Tenancy Renewal £150 + V.A.T.

Rent Review (more frequently than 3 yearly) £150 + V.A.T.

Monthly Accounting £50 + V.A.T.

(per additional monthly account)

Copy Documents £50 + V.A.T. (per document)

(applicable to email correspondence also).

Energy Performance Certificate £85 + V.A.T.