

Landlord guide to fees 2020

Service levels	Incl. VAT
Letting & Rent Collection (% of total rent for term, payable in advance) Expert advice and guidance, professional photos and floor-plan, extensive marketing, arranging and accompanying viewings, rent management and issuing of regular statements	12%
Renewal % replaces	First renewal year 10%
Letting & Rent Collection %	Second renewal year 8%
	Further renewals 6%
+Management Service (% of total rent for term, payable in accordance with the frequency with which rent is due) Day-to-day tenancy management, two property visits per year with full reports, updating utility providers, arranging repairs, holding keys	+5%
Additional services	Incl. VAT
Tenancy set-up Tenancy agreement preparation, tenant/guarantor references, Right to Rent checks, deposit protection registration, attended check-in appointment	£360
Inventory (dependent on size of property) £132 (studio), £168 (1bed), £192 (2 bed), £216 (3 bed), £264 (4/5 bed)	£132+
Key cutting (each visit to locksmiths, excluding cost of keys)	£20
Addenda (requested alterations to TA during the Tenancy)	£90
EPC (Energy Performance Certificate)	£96
Gas safety record	£132
Fixed wiring test (dependent on size of property)	£216+
Professional cleaning (dependent on size of property)	£210+
Renewal documents	Complimentary
Copy statements	Complimentary
Service of s21 / s8 notices	Complimentary
Check-out (dependent on size of property) £120 (studio), £144 (1bed), £156 (2 bed), £168 (3 bed), £192 (4/5 bed)	£120+
Preparing deposit claim (non-managed)	£180
Preparing HMO property licensing application	£204
HMO licence holder	£240
Reporting to HMRC (per quarter, NRL landlords without approval)	£120
Cancelled let fee	£500
Court attendance (per half day)	£300
Additional property visits (2 per year included with management)	£100
Additional tenant referencing (per Tenant / Guarantor – if we are not preparing the tenancy agreement)	£48
Arranging works during managed tenancies (this is only charged on net invoices over £750. Not chargeable on set fees listed above)	12%
Arranging works during non-managed tenancies / outside of tenancies (not chargeable on set fees listed above)	18%
We do not receive any referral fees from the contractors we use, which keeps down the cost of works.	

See our **Terms of Business** for full details.

