



## Landlord guide to fees 2022

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

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

