Fees To Landlords

<u>LEVEL OF SERVICE OFFERED:</u>

One-Off Set Up Fee of £360.00 (inc. VAT) (Not applicable to Platinum Package)

BRONZE (Tenant Find): 10.2% (Inc. VAT) *(if the rent was £12000 per annum the fee = £1224 inclusive of VAT)*
Includes:
- Agree the market rent and find a tenant in accordance with the landlord guidelines
- Advise on refurbishment
- Provide guidance on compliance with statutory provisions and lettings consents
- Carry out accompanied viewings (as appropriate)
- Market the property and advertise on relevant portals
- Erect board outside property in accordance with Town and Country Planning Act 1990
- Advise on non-resident tax status and HMRC (if relevant)
- Collect and remit initial month' rent received
- Agree collection of any shortfall and payment method
- Provide tenant with method of payment
- Deduct any pre-tenancy invoices
- Make HMRC deduction and provide tenant with the NRL8 (if relevant)

SILVER (Rent Collection): 13.8% (Inc. VAT) *(if the rent was £12000 per annum the fee = £1656 inc VAT)*
Includes everything listed on Bronze, Plus:
- Pursue non-payment of rent and provide advice on rent arrears action
- Rent collection and then payment to the landlord within 10 working days
- Advise all relevant utility providers of changes
- Submission of non-resident landlords receipts to HMRC; to remit and balance the financial return to HMRC quarterly-and respond to any specific query relating to the return from the landlord of HMRC
- Provide for the initial 6 month's Rent Protection and Legal protection on a one month's excess insurance provided through Vouch/Van Mildert/Rent4Sure/HomeLet (subject to terms and conditions)

GOLD (Fully Managed): 16.2% (Inc. VAT) (eg if the rent was £12000 per annum the fee = £1944 inc VAT)
Includes everything listed on Bronze, Plus:
- Pursue non-payment of rent and provide advice on rent arrears action
- Deduct commission and other works
- Advise all relevant utility providers of changes
- Submission of non-resident landlords receipts to HMRC; to remit and balance the financial return to HMRC quarterly-and respond to any specific query relating to the return from the landlord of HMRC
- Undertake an inspection visit every six months and notify Landlord of the outcome
- Arrange routine repairs and instruct approved contractors
- Hold keys throughout the tenancy term
- Provide 12 month's Rent Protection and Legal protection on a zero excess policy, insurance provided through Vouch/Van Mildert/Rent4Sure/HomeLet (subject to terms and conditions)

PLATINUM (Fully Managed & Guaranteed Rent On Time): 19.8% (Inc. VAT) (eg if the rent was £12000 per annum the fee = £2376 inc VAT)
Includes everything listed on Bronze, plus:
- No Set Up Fee To Pay (valued at £360)
- Includes Inventory & Check In (valued at £180)
- No Tenancy Deposit Scheme (TDS) Fee To Pay (valued at £72)
- Deduct commission and other works
- Advise all relevant utility providers of changes
- Submission of non-resident landlords receipts to HMRC; to remit and balance the financial return to HMRC quarterly-and respond to any specific query relating to the return from the landlord of HMRC
- Undertake an inspection visit every six months and notify Landlord of the outcome
- Arrange routine repairs and instruct approved contractors
- Hold keys throughout the tenancy term

- Provide 12 month's Guaranteed Rent on Time Rent Collection Service with Rent Protection and Legal expenses on a zero excess policy, insurance provided through Van Mildert (subject to terms and conditions)

ADDITIONAL OPTIONAL FEES AND CHARGES (IRRESPECTIVE OF LEVEL OF SERVICE):

INVENTORY FEE (Not Applicable to Platinum):   £180 (inc. VAT) per property

Attending the property to undertake an initial inventory report and schedule of conditiona which will be compared to the check out report once the tenant vacates enabling the evidence required should the landlord wish to make any deductions for damages from the tenant's security deposit

ARRANGING LANDLORD'S GAS SAFETY CERTIFICATE   £96 (inc. VAT) per annum

Arranging with a Gas Safe registered engineer the annual gas safety certificate and then supplying a copy to both Landlord and Tenant.

ENERGY PERFORMANCE CERTIFICATE (EPC)   £96 (inc. VAT) per property

Arranging with an EPC surveyor to conduct an EPC (Energy Performance Certificate). Certificate lasts for up to 10 years. Then supplying a copy to both Landlord and Tenant.

ARRANGING ELECTRICAL SAFETY CERTIFICATE   from £220 (inc. VAT) price may vary according to number of circuits.

Arranging with a NICEC registered engineer an Electrical Safety Certificate and then supplying a copy to both Landlord and Tenant.

PORTABLE APPLIANCE TEST (PAT)   £94.80 (inc. VAT) for up to 15 items

Arranging for a Portable Appliance Test (PAT) and then supplying a copy to both Landlord and Tenant.

LEGIONNAIRES' DISEASE RISK ASSESSMENT £96 (inc. VAT) per property

Arranging for a Legionnaires' Disease Risk Assessment and then supplying a copy to both Landlord and Tenant.

ADDITIONAL NON-OPTIONAL FEES AND CHARGES:

DEPOSIT REGISTRATION FEE(Not Applicable to Platinum): £72 (inc. VAT) per tenancy

- Register landlord and tenant details and protect the security deposit with a Government-authorised Scheme
- Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of the start of the tenancy

ADDITIONAL PROPERTY VISITS: £36 (inc. VAT) per visit, if requested.

To attend for specific requests such as neighbour disputes; more visits are required to monitor the tenancy; or any maintenance-linked visit

RENEWAL FEE (Applicable to Bronze Only):   6% (inc. VAT) of the annual rent

- Review rent in accordance with current prevailing market condition and advise the landlord
- Negotiate with the tenant
- Direct tenant to make payment change as appropriate
- Update tenancy agreement

COURT ATTENDANCE: £180 (inc. VAT) per half day

Client Money Protection (CMP) Provided by: RICS (Royal Institute of Chartered Surveyors)
Independent Redress Provided by : TPO (The Property Ombudsman)

IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF STAFF