



SCALE OF CHARGES – MANAGED SERVICE

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| 1) Full Management Service | 10% (plus VAT) of the rent received, deducted by the Agent on a monthly basis |
| 2) HMO Management | 2% (plus VAT) of the rent received, deducted by the Agent on a monthly basis (In addition to the normal management fee) |

The fees under the above services are payable when any individual or organisation enters into an agreement to rent the Property as a result of our promotion, introduction, or viewing by the Agent.

Additional Charges

Tenancy Set Up Fee 50% of First Month's Rent (plus VAT) - This includes, all referencing, Inventory, Checkout Fee, all paperwork, right to rent etc, this does not include gas safety, EPC or any agreed works to the property.

Professional hourly rate	£120.00 - Charged by the Agent when required to carry out any additional services
Property Inspections	£18.00 (per visit)
Tenancy Renewal fee	£90.00 (private lets)
Student Tenancy Renewal Fee	£90.00 (per tenant)
Major works fee	£POA

Minimum Fee

Where the Landlord cancels the Agent's instruction to provide a management service, during a fixed term, the Agent will charge, and the Landlord will pay, a fee based upon the remainder of the term at their normal management fee rate. If the tenancy is periodic (month-month) then 3 months management fee will apply. All fees are plus VAT at the prevailing rate. VAT is payable at the prevailing rate on all our fees.

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Other Services

(All fees are per property and inclusive of VAT unless otherwise stated)

Service Of Section 21	£60
Services Of Section 8 Notice	£90
Court Proceedings Accelerated – <i>Administration Fee</i>	£180
Court Proceedings Rent Arrears* - <i>Administration Fee</i>	£240
Service Of Section 13	£60
Service Of Section 48 <i>Including Prescribed Information</i>	£90
HMO Application (New) – <i>Administration Fee **</i>	£360
HMO Application (Renewal) – <i>Administration Fee**</i>	£240
Annual HMRC Tax Statement <i>Per Statement</i>	£30
Overseas Landlord Tax Summary	£60
Professional Hourly Rate	£120
Rent Guarantee Insurance (<i>6 Months</i>)	From £134.40 (12 Month Policy Applies)

* *These charges only apply to properties not covered by Rent Guarantee Insurance*

** *Additional fees, levied by the council apply to this charge*

Typical Contractors charges

1. Gas Safety Certificate	£75
2. Boiler Services	£55
3. Electrical Safety Certificates	From £190 <i>Property Dependant</i>
4. EPC	£65
5. Fire Door Inspections	£72

Disclaimer

The fees charged may change and we will endeavour to inform you of such a change at the earliest opportunity.

We may also receive commissions from Contractors, Insurance companies, Referencing companies, Utility providers and others. These commissions will be included in the contractor invoice (including VAT)