

SCALE OF CHARGES

Managed

VAT is payable at the prevailing rate (currently 20%) on all our fees. In accordance with consumer legislation, it is quoted as included in the prices stated below. If the VAT rate changes, the price charged will change accordingly.

An amount payable under a percentage fee will go up or down depending on the agreed rent level. Fixed fees will remain the same regardless of the rent level agreed.

Letting and Full Management Service

Set up fee of **50%** of the first month's rent received + VAT, deducted by the Agent and **8%** of the monthly rent + VAT per month.

(Please note a minimum fee of £540 including VAT applies, whichever is the greater.)

Example: If the monthly rental is £1000.00, you will pay a Tenancy Set up fee of £600.00 including VAT in addition to the management fee.)

If an applicant who is ready, willing and able to enter into a tenancy is introduced during the Agent's period of instruction, or as a result of their marketing activity, where the applicant is introduced through the Agent and the Landlord withdraws before a tenancy has commenced, the minimum fee that would be payable will be the fee for the Let Only Service, plus other expenses incurred, such as the gas safety check.

In the event of cancellation during a tenancy, the minimum fee payable will be worked out as follows:

- The let only fee, if no management has been undertaken.
- The appropriate daily rate of the management fee, subject to the minimum of the Let Only Service fee, if the total paid for management has not already exceeded this amount.
- In all cases, in addition to the above, any expenses incurred, such as gas safety checks etc.

We require 3 months' notice to terminate our management agreement to enable time for a smooth handover. Management Fees remain due for the duration of the notice period.

Additional Charges

Tenant referencing	Included in setup fee
Guarantor referencing	Included in setup fee
Tenancy agreement fee	Included in setup fee
Inventory service	Included in setup fee
Written statement	Included in setup fee
Duplicate rent statements	£18.00 inc VAT
Property inspections	£20.00 inc VAT per visit
Property Compliance register initial setup	£180.00 inc VAT
Property Compliance revision (per let)	£60.00 inc VAT
Overseas landlord tax payment fee	£120.00 inc VAT
Annual HMRC tax Statements	£60.00 inc VAT
Rent Guarantee (rental price dependant)	see attached below
Professional hourly rate	£120.00 inc VAT
HMO Applications (New)	£360.00 inc VAT
HMO Application (renewal)	£240.00 inc VAT
Void period property inspections	£36.00 inc VAT per visit
Major works fee	POA at time of works
Land Registry checks	£36.00 inc VAT
Rent Guarantee Price List	

Rental amount per month £	Cost of Rent guarantee per annum
0 – 999	£300
1000-1249	£350
1250 – 1499	£400
1500- 1749	£450
1750 – 1999	£500
2000 – 2250	£550
2250 and over	POA

Service of Notices

Section 8 (Possession) – administration fee only £240.00 inc VAT
(You will need to appoint a solicitor to act on your behalf, our fee is for the production of the paperwork relating to this notice)

Section 13 (rent Increase) £90.00 inc VAT
To include the following: Rent review, Market rent report, production and service of notice
Tribunal case paperwork £300.00 including VAT
Tribunal attendance fee £120.00 inc VAT per hour

Section 48 (transfer of ownership) £120.00 inc VAT

Typical contractors Prices

Gas Safety £75.00 inc VAT
Boiler Service £55.00 inc VAT
Electrical Safety (property dependant) EICR £190.00 minimum inc VAT
Energy Performance Certificate £65.00 inc VAT
Fire Door Risk Assessment (Flat entrance doors) £72.00 inc VAT

Commission and referral fees:

We seek your consent to receive commissions, referral fees, gratuities or other benefits from:

Type of commission/ Fee	Typical value of Fee
Contractors	10% + VAT
EPC Providers	£10 Per referral

You are not under any obligation to use the services of any of the recommended providers, and you might like to check other providers, though should you accept our recommendation, the provider is expected to pay us the corresponding Referral Fee. The Referral Fee is separate from your obligation to pay our own fees or commission.

Where applicable, commissions will be included in contractor or supplier invoices. If the invoice total is £120.00, you will pay us a commission of £14.40 in commission. Monies are deducted from the payment made to the contractor and not in addition.

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I/ We confirm that I/we have read and understood the above.

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).

Landlord Signature:

Landlord Name:

Dated: