

SCALE OF TENANCY CHARGES

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.

Our fees include VAT and are charged per property and along with contractor invoices we reserve the right to deduct these against any property within the landlord's portfolio. We are members of the Property Redress and Client Money Protection Schemes.

1) **Advertise Only Service** £ 300 payable in advance and then £85 per month per property. Discounts are available for multiple properties.

2) **Tenant Find Service** 75% plus VAT of a normal months rent payable for each letting where the tenant is introduced through the Agent and then managed by the landlord

*If the monthly rental is £600 you will pay a fee of £540 inclusive of VAT.

3) **Letting and Rent Collection Service** £40 per standard property per month, HMO £14 per tenant, plus the initial set up fee outlined below under **Standard Fees**

4) **Full Management Service** 12.0 % of the rent received, deducted by the Agent, plus the initial set up fee outlined below under **Standard Fees**

*If the monthly rental is £600 you will pay a monthly fee of £72.00

Standard Fees (deducted from first rent)

INITIAL SET UP FEES

Includes advertising, viewings, collection of documents, application process meeting initial obligations for the Immigration Act. Tenancy preparation and Signing. Completion of paperwork for Council Payments where required, Organising move in dates. Council Tax responsibilities and Utility provider Updates (where readings supplied) Or Inventories requested Issuing mandatory start of tenancy records. (All new tenancies)

£215 Professional & Housing Benefit Applicants

£ 295 HMO/Student Applicants For 1-3

£ 345 For 4

£ 395 For Licenced HMO's 5-6

£ 450 For upto 8

GUARANTOR LETTERS

Collecting of Guarantor information (where required/requested)

£7.20 per guarantor

SCALE OF OTHER CHARGES

(All fees are per property unless otherwise stated and are optional services*)

INVENTORY AND METER READINGS* strongly suggest this is undertaken	£ 84 for studio to 2 bedroom properties £ 99 for 3 bedroom properties £ 112 for 4 bedroom properties £ 126 for 5 bedroom properties
CHECK IN and OUT SERVICES No Charge for fully managed	£ 30 per visit
DUPLICATE STATEMENTS no charge for fully managed or Rent collection	£ 3 plus postage £ 1 by email
REFERENCING (per person)	£ 18 Ultimate reference £ 0 In house reference
PROFESSIONAL HOURLY RATE	£ 90 Charged by the Agent when required to carry out any additional services
VOID PROPERTY INSPECTIONS	£ 30 (per visit)
PROPERTY REPORTS	£ 50- £130* subject to size
SCHEDULED PROPERTY VISITS (inc in fully managed)	£ 36- £ 72* subject to Size
GAS SAFE RECORD	£68-£78 (LPG -£99)
ELECTRICAL INSTALLATION REPORT	£195- £295
ENERGY PERFORMANCE	£78
PERIODIC TENANCY RENT REVIEW Includes rent review,	£30
RETAINMENT OF TENANTS WE'VE INTRODUCED. (Tenant Find/Rent Collection Service)	£ 250 Professional/Housing Benefit £ 295 Student/HMO 1-4 Beds £ 345 Student/HMO 5-8 Beds
MAJOR & MINOR WORKS FEE Where you wish us to organise and arrange works, or a scheme of works *If the contractors invoice is £60 the total charge will be £66.	10% of Invoice total (Minimum of £5)
SAFETY REVIEW PACK Includes checks/testing around fire Safety, electrical, smoke and Co2 (full details upon request)	£90

HHHRS review and report £250

TENANT APPLICATION FEES

No fees (unless allowed under legislation for certain agreements*) will be charged to the tenant for the application process, referencing and move in. *Fees do apply for Company and certain other tenancies and will be confirmed prior to instruction

SAFETY CERTIFICATES/ASSESSMENTS

These include Fire Risk Assessment, Portable Appliance Testing, Testing of fitted Fire Alarm and Emergency Lighting and Legionella. Costs for these are priced on an individual property basis.

OTHER INCOME

We may receive payments from Insurance Companies, Utility Providers and other similar, industry related firms. Whilst these are not always payable and where they are can be varied, we are happy to confirm any payments received, upon request

MINIMUM FEE

Where the Landlord cancels the Agent's instruction to provide a management service the Agent will charge, and the Landlord will pay, a fee based upon 10 % of the agreed rent for the period, not exceeding six months from the commencement date of the tenancy.

VAT

VAT is included in our fees for transparency, unless otherwise specified.

SPECIAL REQUIREMENTS/OTHER FEES

In the event of a circumstance arriving, not covered by our fees outlined above, then we can provide an estimate before work is commenced, unless in our opinion, we need to act immediately, to protect a landlords interest, whether financially or legally.

Kindly sign and return to confirm receipt and acceptance. Where we do not receive a signed copy returned, but you continue to work with us, then we will assume you have accepted our terms of business and any subsequent updates.

All fees are subject to change and take effect with the minimum of 1 months notice.

Where there is more than one landlord, we can take instruction from a single party and do not necessarily require all landlords to sign.

Signed by the landlord Date.....

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