

# Landlord Charges

## Commission and Charges



**PETER  
JAMES**

### Commission

#### Initial fixed term

#### Tenancies of 6 months or more:

#### Management Service

2 weeks + VAT + 14.4% (12% + VAT)

#### Tenant Find & Rent Collection

12% (10% + VAT)

The services above include rent guarantee and legal protection warranty for the first year of each new tenancy excluding renewal

#### Short Let (for Tenancies under 6 months)

Letting and Management Services

24% (20% + VAT)

Rent Collection

19.2% (16% + VAT)

#### Renewal, extension, continuation or holding over

These will be charged at the same rate as service selected above

#### Caretaking Service

Charged per property visit (excluding any instructed works or repairs)

£72 (£60 + VAT)

#### Additional optional charges

Tenancy Agreement preparation charge - initial fixed term or renewal term ..... £180 (£150 + VAT)  
(usually shared between Landlord and Tenant)

Periodic Tenancy administration charge ..... £120 (£100 + VAT)

Abortive letting administration fee ..... £250 (£208.33 + VAT)

TDS protection and administration charge, per annum or part thereof ..... £36 (£30 + VAT)

Inventory preparation and check-in ..... price on application

Key cutting, per set (excluding cost of keys) - Management Service only ..... £15 (£12.50 + VAT)

Additional property visits, per visit ..... £72 (£60 + VAT)

Supervision of works, where combined invoiced works exceed £1,200 (£1,000 + VAT) ..... 12% (10% + VAT)  
(as a percentage of net invoiced costs)

Waiting at properties, per hour (subject to a minimum fee of £100 (£80 + VAT) ..... £50 (£41.67 + VAT)

Copy statements, per copy ..... Included

Copy statements, per 12 month set ..... Included

Court attendance (per half day, or part thereof ..... £60 per hour (£50 + VAT)  
(plus costs incurred as a result of Our attendance)

Rent guarantee and legal protection warranty..... £180 (£150 + VA

**VAT is charged at 20% of the net charge/cost. The rate may vary during the course of this Agreement. Any charges will be subject to the prevailing rate of VAT at the time the cost is incurred.**

# Tenant Charges

## FEES

Prices include VAT  
\*P/P per person

Holding deposit (deducted from your first month's rent)	£350
Tenancy agreement	£180
Individual reference	£90*P/P
Guarantor reference (UK Homeowner)	£90*P/P
Urgent guarantor reference	£108
Where a renewal is negotiated, the current administration fee	£150
Administration charge where rent payments are not made by standing order	£30
Administration charge for rent payment by credit card 4% of the amount paid	
Letters regarding late payment of rent	£30
Abortive Visits	£24
Abortive Check in or Check out appointment	£35
Reference requests	£36 per person/ £60 per couple
Unnecessary contractor call outs will be charged to tenants as per call out invoice	
Additional copies of tenancy agreements/inventories required post tenancy	£30
Administration of TDS dispute	£60
Mid-tenancy tenant swap fee	£600
Renewal tenant swap fee (up to two references and tenancy agreement)	£360

## CHECK OUT CHARGES

This is taken at the **START** of the lease.

Property Size	Check out
Studio UF	£70
Studio F	£70
1 Bed UF	£70
1 Bed F	£90
2 Bed UF	£80
2 Bed F	£100
3 Bed UF	£90
3 Bed F	£110
4 Bed UF	£100
4 Bed F	£110
5 Bed UF	£110
5 Bed F	£130
6 Bed UF	£130
6 Bed F	£150

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