

In compliance with the Consumer Rights Act 2015, the fees of Living in London Limited (Unit E & F, Cadmus Court, Seafarer way, London, SE16 7DW, and Unit One, The Booking Hall, Canada Water Tube Station, SE16 2XU) are as follows:

Permitted Charges Applicable to Tenancies after 1st June 2019 (fees are inclusive of VAT)

Holding Deposit; equivalent to 1 X the weekly rent offered, so if the offer is £300.00 per week the Holding Deposit is £300.00

Security/Dilapidation Deposit; 5 weeks rent (where annual rent is under £50,000) or 6 weeks rent (where annual rent is over £50,000)

Monthly Rent;

Default fee; 3% above the Bank of England (BoE) Base Rate, for late payment of rent (after 14 days)

Example; For this example, we are assuming that the Bank of England's (BoE) base rate is 3%. As any interest charged must not exceed the BoE's base rate +3%, the total interest that could be charged would be: (BoE base rate at 3%) +3% = 6%.

If a tenant owed the landlord or agent £500:

1. the annual interest would be £30 ($500 \times 0.06 = 30$)
2. you'd divide £30 by 365 to get the daily interest: about 8p a day ($30 / 365 = 0.08$)
3. after 30 days this would be £2.40 ($30 \times 0.08 = 2.4$)

Payment in respect of bills; utilities, communications services, TV licence, Council Tax etc

Lost, stolen or broken keys or security device costs; the tenant(s) must inform Living in London of any lost, stolen or broken keys or security devices as soon as possible.

Where keys or security devices have been broken, it is the tenant(s) responsibility to arrange for replacements at their own expense.

There is no admin cost associated, unless the tenant(s) require Living in London to arrange replacements, whereby the tenant(s) will be charged the cost for replacement(s) + an agency administration fee equivalent to £15 per hour.

Where keys or security devices are lost or stolen, the tenant(s) must report the crime (if stolen) to Living in London and the police, and depending on the situation, either new keys and/or security devices will be needed, and/or locks will need to be changed.

There is no admin cost associated, unless the tenant(s) require Living in London to arrange replacements, whereby the tenant(s) will be charged the cost for the replacement(s) + an agency administration fee equivalent to £15 per hour.

Where locks need to be changed, Living in London will manage the replacement of such locks, and in such cases (subject to any insurance policy) the tenant(s) will be responsible for the contractor's costs (or policy excess) + an agency administration fee equivalent to £15 per hour.

Payments associated with contract variation; where the landlord is in agreement with the variation, an administration fee for the creation of a new Tenancy Agreement of £50.00 will apply + a further £50.00 for each of the below items:

The removal of an existing tenant with no replacement.

The replacement of an existing tenant.

The addition of a further tenant, at £50.00 per additional tenant.

A change to allow pets, which may also include additional clauses and reasonable costs depending on the situation.

Payments associated with the early termination of the tenancy when requested by the tenants(s); where the Landlord agrees that the tenancy can be terminated early, the tenant(s) will be required to:

Pay rent up to the earliest termination date, as per the lease, or until a new tenant moves in and starts paying rent, whichever is earliest.

Pay all bills up to the earliest termination date, as per the lease, or until a new tenant moves in and starts paying rent, whichever is the earliest.

Pay the landlord(s) reasonable losses, which will include;

The costs involved in re-advertising for and acquiring new tenants.

Client Money Protection; Living in London is a member of a Client Money Protection Scheme, namely Client Money Protect (Membership Number: CMP004552)

Property Ombudsman; Living in London is a member of The Property Ombudsman Redress Scheme

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Living in London is a limited company which is a member of The Property Ombudsman (TPO) Redress Scheme and a Client Money Protection Scheme (Client Money Protect, Membership Number: CMP004552). Living in London Ltd is registered in England and Wales. Company Registration Number: 03762634 Registered Office: 43 Oxford Drive, London, SE1 2FB. VAT Registration Number: 795884548.



Statement of Fees (Landlord)

In compliance with the Consumer Rights Act 2015, the fees of Living in London Limited (Unit E & F, Cadmus Court, Seafarer way, London, SE16 7DW, and Unit One, The Booking Hall, Canada Water Tube Station, SE16 2XU) are as follows:

Please note, under the 'Tenant Fee Ban' (June 1st 2019) landlords or agencies are no longer able to charge fees to tenants other than 'Permitted Payments'. As such (but not limited to), tenancy agreements, referencing, right to rent checks and Inventory charges must be covered by the landlord.

Commission

All fees are inclusive of VAT.

Commission is based on a % of the rent of the initial term agreed, for example;

Rent @ £1,000.00 pcm on a 12 month initial tenancy on a 12% Let Only basis;

£1,000.00 (rent) x 12 (initial term) = annual rent of £12,000.00

12% (Let Only commission) of £12,000.00 (annual rent) = £1,440.00

Commission is to be deducted from the initial 'Move in Money' paid at the start of the tenancy by the tenant to Living in London, OR, on Rent Collect or Full Management services, commission can be deducted monthly from the incoming rent received.

Let Only:	12%
Rent Collection:	15.6%
Management:	18%
HMO Management:	18%

There is a minimum fee of £1,200.00 including VAT for all the above Services

Renewal fees are payable should any of the tenants placed remain in the property beyond the initial period, regardless of if on a fixed or periodic basis. Renewal fees are typically 2% lower than initial % agreed.

Charges

Referencing of prospective tenants: to include credit, employer and previous Landlord, where possible, as well as Right to Rent checks: £60.00 per tenant

Deposit Registration Fee: £180.00

Pre-Let Service: Pre-Move In visual inspection of the property in order to confirm the property is suitable for rent and meets the pre-agreed tenant requirements. Where necessary, dependant on the Pre-Move In inspection, arrange a professional clean, any necessary maintenance works, additional keys to be cut and a Check In via an Inventory Clerk (all costs of such at the Landlords expense): £180.00

Key Cutting: cost of cutting the key(s) plus: £18.00

Section 21 Notice: serve, or arrange to be served: £120.00

Check Out and Deposit Return Procedure: provide the tenant with the Check Out Procedure, arrange for the Check Out via an Inventory Clerk, (at Landlords expense), review the Check Out report, advise the Landlord of any Tenant liability, arrange any quotes necessary to 'make good', negotiate any deductions from the deposit between the Landlord and Tenant, arrange to see final bills (where possible), credit any agreed deductions from the deposit to the Landlords account or settle any invoices to contractors due for works to 'make good': £150.00 (unless on Managed Service whereby it is included)

Deposit dispute negotiation: preparation of documents for adjudication: £96.00 per hour

Duplicate Landlord Statements: £3.00 each (minimum £30.00)

Visual Property Inspection: £120 (1 annual visit included in Full Management Fee, if requested)

Major works arrangement and/or supervision fee: 12% of the total invoice where works exceed £2,000.00 excluding vat

Caretaking Visual Property Inspection: during void periods: £120.00

HMO licensing charge: £120 'additional' license administration, £240 'mandatory' license administration (does not include the license fee)

Sales Commission: should a tenant, or any person associated with the tenant, purchase the property: 1.8% of the purchase price inclusive of fixtures and fittings

Statement of Fees (Landlord)

Initial & Renewal Tenancy Agreements (Living in London's): £120.00

Landlord's Tenancy Agreement: £120.00 should the Landlord request to use their own Tenancy Agreement, with a further £120.00 per hour if material amendments are required.

Waiting time at non-managed property (i.e. meeting contractors): £60.00 per hour where requested and agreed to

Smoke and/or Carbon Monoxide Alarm installation administration fee: £18.00 (not including the supply or installation of such alarms)

Legionella Risk Assessment Check: price upon application

Dealing with Tax requirements of non-approved, non-resident landlords: £100.00 per quarterly return

Abortive Lettings Administration Charge: if a Landlord withdraws from an accepted letting offer through no fault of the applicant or agent: £600.00.

If a Landlord cancels the contract within the 14 days cancellation period but has already instructed to proceed with marketing, the Landlord will be liable for reasonable expenses incurred for advertising and preparation of property particulars etc. This will not exceed £200.00.

Gas Safety Check: £120.00

Energy Performance Certificate: £120.00

PAT (Portable Appliance Test): £120.00

EICR (Electrical Installation Condition Report): £180.00 - £240.00 depending on property/property size/number of electrical systems

Chimney(s) to be swept: price upon application

HETAS Certification: price upon application

Cost of specialist advertising or brochures: details upon request but subject to additional charges.

Court or a Tribunal Attendance: on behalf of the Landlord: price upon application

3rd Party Charges

Check In & Check Out Inventory: £100.00 - £200.00 depending on size of the property, number of bedrooms and bathrooms and if the property is furnished or unfurnished, sometimes the fee will exceed this but will be indicated before approval, this is per 'In' or 'Out'.

Schedule of Condition; £50.00

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Client Money Protection for Landlords and Tenants

This is to certify that

LIVING IN LONDON

is a member of Client Money Protect

Membership No: CMP004552

Date of Issue: 10/04/2019

Expiry Date: 09/04/2020

A handwritten signature in black ink, reading 'Tim Frome', is positioned above the printed name and title.

Tim Frome
Client Money Protect

