

Landlords' Guide to Services and Fees

JOHN D WOOD & CO.

London, Country & International Property

We are committed to being upfront with our charges and fees. The table below shows all Landlord fees shown both inclusive and exclusive of VAT. For more details, please refer to your Terms of Business or ask a member of our team.

John D Wood & Co. is a member of and covered by the RICS Client Money Protection Scheme. John D Wood & Co. is also a member of a redress scheme provided by The Property Ombudsman www.tpos.co.uk

Description of Fee	Net (exclusive VAT)	Gross (inclusive VAT)
Full Management (FM)	18% of monthly rent (upfront 17%)	21.6% of monthly rent (upfront 20.4%)
Standard Letting Service (SLS)	12% of monthly rent (upfront 11%)	14.4% of monthly rent (upfront 13.2%)
Tenant Introduction (TI)	10% of total value of rent	12% of total value of rent
Rent and Legal Protection insurance (FM/SLS)	2.4% exc. IPT of monthly rental	2.69% inc. IPT of monthly rental
Tenancy Agreement (drafting and execution of document if supplied by us)	£250	£300
Tenancy Extension/Renewal Service fee (drafting and execution of document if supplied by us)	£125	£150
Exclusive Tax Service (FM/SLS)	£65	£78
Pre Tenancy Clean	Subject to Quotation	
Attending Legal Proceedings (Per Hour plus travel)	£200	£240
Arranging non routine maintenance as required (management and instruction of contractor works)	10% of the net invoice	12% of the net invoice
Post Tenancy Property Visits	£62.50 per visit	£75 per visit
Deposit Transfer/Mid Term Transfer	£100	£120
Additional Annual HMRC Reporting	£15	£18
Landlord Regulation Checks Includes; Tenant references, HMO Licence monitoring, Deposit/Deposit Replacement Service, Service of Notices, Legislative Horizon Scanning, Checking Smoke and CO Alarms at commencement of tenancy.	£12.50pcm	£15pcm
Service of Notices (if Landlord Regulation Check is not selected)	£75	£90
Landlord Reference Charge (if Landlord Regulation Check is not selected)	£20	£24
HMO Licence Application (excludes cost of licence and any risk assessment or other documentation required to grant the licence)	£200	£240
Empty Care Service (supervision of and property visits to unoccupied properties)	£100	£120
Formulating Deposit Adjudication Claim	£200	£240
Inventory Preparation Unique or unusual houses and those exceeding 5 bedrooms with 2 reception rooms will be subject to quotation	£50 min / £600 max	£60 min / £720 max
Inventory Check In Unique or unusual houses and those exceeding 5 bedrooms with 2 reception rooms will be subject to quotation	£50 min / £600 max	£60 min / £720 max
Inventory Check Out Unique or unusual houses and those exceeding 5 bedrooms with 2 reception rooms will be subject to quotation	£50 min / £600 max	£60 min / £720 max
Arranging Keys (Replacement keys and/or additional copies)	£41.67	£50
Energy Performance Certificate fee	£60	£72
Gas Safety Record fee	£100	£120
Portable Appliance Test fee	£100	£120
Periodic Electrical Inspection fee	Subject to Quotation	
Legionella Risk Assessment fee	Subject to Quotation	

Countrywide Residential Lettings Ltd trading as John D Wood & Co., Registered Office Greenwood House, 1st Floor, 91-99 New London Road, Chelmsford, Essex, CM2 0PP. Registered in England Number 02995024 which is an agent and subsidiary of Countrywide Estate Agents, Registered Office Greenwood House, 1st Floor, 91-99 New London Road, Chelmsford, Essex, CM2 0PP. Registered in England Number 789476



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