

WEDGEWOOD ESTATES SERVICE CONTRACT OPTIONS & FEES

Wedgewood Estates have no additional hidden charges, all third party invoices are actual.

TENANT INTRODUCTION

- a) Agree the rental value.
- b) Marketing your property with quality details and with photographs;
- c) Advertise regularly until a tenant is found;
- d) Accompany all viewings;
- e) Circulate details to our extensive corporate and relocation Clients;
- f) Negotiate Tenancy terms and conditions;
- g) Conducting initial Right to Rent Checks in line with **Immigration Act 2014**;
- h) Take up references and present to Landlord for approval;
- i) Prepare and initiate all legal Agreements;
- j) Collect initial rent monies & agreed deposit;

Our Fees: 12% including VAT (that is 10% plus VAT) of the annual rent (and any further extension of the Tenancy).

STANDARD LETTINGS SERVICES

- a) Agree on rental value.
- b) Marketing your property with quality details and photographs;
- c) Advertise regularly until a tenant is found;
- d) Accompany all viewings;
- e) Circulate details to our extensive corporate and relocation Clients;
- f) Negotiate Tenancy terms and conditions;
- g) Conducting initial Right to Rent Checks in line with **Immigration Act 2014**;
- h) Take up references and present to Landlord for approval;
- i) Prepare and initiate all legal Agreements;
- j) Collect initial Rent and agreed deposit;
- k) Advise on inventory needs;
- l) Administer utilities transfer;
- m) Follow up to collect Rent when due.

Our Fees: 15% including VAT (that is 12.5% plus VAT) of the annual rent (and any further extension of the Tenancy).

FULL PROPERTY MANAGEMENT

In addition to all of the Standard Letting Services mentioned above, we shall further provide;

- ✓ Standard Tenant Referencing at our cost;
- ✓ Ensure ongoing tenant compliance under the **Immigration Act 2014**;
- ✓ Demand rental income on timely intervals;
- ✓ Attend to general day to day property management requirements and arrange for repairs and maintenance;
- ✓ Property inspection, and if necessary, report maintenance needs to the Client and appoint contractors;
- ✓ Property checks during void periods.
- ✓ Settle contractors' accounts from Landlord's/ Client funds held
- ✓ Forward regularly to the Client, itemised statements;
- ✓ Rental payments to designated bank account;
- ✓ In the case of insurance claims Wedgewood Estates will assist with quotes for remedial works and appointing contractors but does not deal directly with insurance companies on behalf of Landlords;
- ✓ Authorise professional cleaning, prior to the commencement of the tenancy and advise tenant of cleaning at the end of the Tenancy;
- ✓ Arrange for Tenancy Check In/Check Out (authorise 3rd Party professional inventory company). Note: Cost of inventory make, tenant check in and check out will be payable by the Landlord upon presentation of such third party invoice.
- ✓ Manage the Check-in and the Check-out processes,
- ✓ Arrange for Gas Safety Certificate in a timely manner and provide copy to the tenant;
- ✓ Arrange for periodic electrical inspections.

Our Fees: 18% including VAT (that is 15 % plus VAT) of the annual rent (and any further extension of the Tenancy).

Wedgewood Estates is a member of;



LANDLORD'S ADDITIONAL NON-OPTIONAL FEES AND CHARGES

- All prices are including VAT
- We do not charge for 'arrangement' fees.

Tenant Referencing Per Tenant	£19.20	
Credit Check Per Tenant	£9.60	
Deposit Registration Fees (where collected) per tenancy. Register landlord and tenant details and protect the security deposit with a Government-authorised Scheme. Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of the tenancy start date.	£7.50	
Inventory Make & Tenant Check In Report Depending to the size of the property.	Min £150 Approx.	Max £450 Approx.
Inventory Tenant Check Out Report. Depending to the size of the property.	Min £150 Approx.	Max £450 Approx.
Gas Safety Check	Min £100 Approx.	Max £120 Approx.
Testing and Installing Smoke Alarm	£108	Plus Additional Each £32
PAT – Portable Appliance Testing Depending to the number of items	Min £50 Approx.	Max £200 Approx.
Fixed Wiring Test	Min £180 Approx. Studio Flat	Max £750 Approx. 6 Bedroom and Depending on the number of circuits
EPC	Min £100 Approx.	Max £100 Approx.
Legionella Risk Assessment	Min £60 Approx.	Max £200 Approx.

Handling local authority licensing application per tenancy where applicable.

OPTIONAL CHARGES:

Rent & Legal Protection Cover – We can arrange for a quote as it depends on annual rental figure.

Please ask a member of staff if you have any questions about our fees.

Wedgewood Estates is a member of;



www.propertymark.co.uk

CLIENT MONEY PROTECTION:
www.propertymark.co.uk

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<https://www.tpos.co.uk/>