

Landlord Charges

Standard Agency Fees

Standard Management:	18% (inc vat) of rent for tenancy term (15%+vat)
Let and Rent Collect:	14.4% (inc vat) of rent for tenancy term (12%+vat)
Let Only:	12% (inc vat) of rent due for a 12 month term of the tenancy (10%+vat)

Other Charges (inclusive of VAT)

Tenancy Agreement Fee / Renewal Fee	£150
Renewal Fee for Periodic Tenancies	£36
Renewal Fee for Let Only Service	To be negotiated
Registration of Damages Deposit with TDS	£24
Involvement in non-managed property deposit disputes	£180
Admin fee for dispute submission to arbitration	£60
Documentation preparation for arbitration	£60
For time spent in consultation with a solicitor or if we have to attend court on your behalf as a witness we will charge a fee	£120
Minimum Fee (in case of early termination or cancellation)	£600
Payment to the Inland Revenue where Landlords have not obtained approval for rent to be paid gross	£30/quarter
Preparing the inventory + check in	Dependent upon size of property
Arrangement of EPC, Gas Safety Certificate, Cleaning, smoke alarms, CMD Or other repairs/maintenance for non-managed properties	£24 per item arranged + contractor's cost
Chasing of late fees (Lettings, Admin, Renewal)	£24 per communication after 1st notification
Management reserve	£300
Redirection of mail overseas	Cost of postage
Duplication & testing of extra keys (4 sets needed for managed, 2 for let only and rent collect)	£18 + Cost of cutting
Hourly rate for any additional works conducted by the Agent on behalf of the Landlord	£60/hour
Vacant property visits	By negotiation
Project & design management for refurbishments	10% of works entailed (£600 minimum charge)

(Please note there is a 3% surcharge for all credit card payments)