

LANDLORD FEES SCHEDULE

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LEVELS OF SERVICE OFFERED:

	Tenant Find: 10.2% of rent (inc. VAT)	Rent collection: 15.0% of rent (inc. VAT)	Fully managed: 17.4% of rent (inc. VAT)
Agree the rental value	✓	✓	✓
Provide guidance on compliance with statutory provisions and letting consents	✓	✓	✓
Advise on refurbishment requirements	✓	✓	✓
Erect board outside property in accordance with Town and Country Planning Act 1990 (where possible)	✓	✓	✓
Market the property and advertise on relevant portals	✓	✓	✓
Carry out accompanied viewings (as appropriate)	✓	✓	✓
Find tenants	✓	✓	✓
Advise on non-resident tax status and HMRC (if relevant)		✓	✓
Collect and remit initial months' rent	✓	✓	✓
Provide tenants with method of payment		✓	✓
Deduct any pre-tenancy invoices		✓	✓
Make any HMRC deduction and provide tenant with the NRL8 (if relevant)		✓	✓
Advise all relevant utility providers of any changes			✓
Agree collection of any shortfall and payment method		✓	✓
Demand, collect and remit the monthly rent			✓
Arrangement payments for statutory requirements		✓	✓
Pursue non-payment of rent and provide advice on rent arrears actions		✓	✓
Undertake two routine visits per annum and notify the outcome to the landlord			✓
Arrange routine repairs and instruct approved contractors (providing three quotes)			✓
Security Deposit dilapidation negotiations			✓
Hold keys throughout the tenancy term			✓