

SCALE OF LANDLORD CHARGES

** TARIFF OF CHARGES		MARKETING & LET ONLY	PREMIER MANAGEMENT	VIP MANAGEMENT
		1st month rent (subject to min £497)	Half month rent (subject to min £397)	Half month rent (subject to min £497)
MONTHLY SERVICE FEE		N/A	FROM 10% (*6)	FROM 20% (*7)
100% RENT PROTECTION & LEGAL COVER (*5)	100% Rent Protection Package & Legal Cover Package	Unavailable	£30.00	Inclusive
Nil excess: you'll receive 100% of the monthly rent until vacant possession, there is no cap on the number of months covered				
Up to £100,000 legal expenses cover, including appeals and legal representation				
Exclusive partnership with DAS UK, with 40 years of experience in underwriting insurance				
Property damage cover, for civil dispute expenses on damages over £1,000				
75% of rent after vacant possession for up to two months				
Eviction of squatters and assistance with the costs involved				
Standalone legal expense cover, in case of civil dispute				
Contract dispute protection, covering costs in disputes of over £100				
90-day claim window, from the date of first missed rental payment				
Auto renewal process, so you have continuous coverage				
Rent recovery				
PRE-TENANCY	Marketing Package	Inclusive	Inclusive	Inclusive
Market valuation and advice on presentation				
Property details and photos				
Property marketed on portals, social media & website				
Distinctive To Let board				
Accompanied viewings				
PROCESS APPLICATION	Application Package	Inclusive	Inclusive	Inclusive
File creation on our CRM				
Credit and ID Checks				
REFERENCING (Employment & Previous Landlord)				
IMMIGRATION CHECKS (Right to Rent)				
TENANCY CREATION				

PROCESS MOVE IN						
Gas safety inspection management (*1)	Move In Package	Inclusive	Inclusive	Inclusive		
Smoke alarm and co2 checks (*1)		Inclusive				
Electrical safety inspection management (*1)		Inclusive				
EPC management (*1)		Inclusive				
Legionella risk assessment management (*1)		Inclusive				
How to Rent and Associated Legal Updates		Inclusive				
Council tax transfer		£25.00				
Utility account transfer - smart & credit meters (per provider)		£25.00				
Co-ordinating move in		Inclusive				
Tenant assisted check in and handover		£30.00			£30.00	Inclusive
Inventory & schedule of condition report production		£125.00			£125.00	Inclusive
DEPOSIT MANAGEMENT						
Deposit Prescribed Information	Secure & Protect Package	Inclusive	Inclusive	Inclusive		
Collect and Process Deposit		Inclusive				
Register Deposit with MyDeposits Scheme		£30.00				
Transfer Funds within 30 days of Tenancy Start		Inclusive				
Continuous Holding of Tenancy Deposit on Annual Basis		£30.00				
CHECKOUT INSPECTION & REPORT						
Processing of tenancy notice (from tenant)	Checkout Package	Unavailable	Inclusive	Inclusive		
Negotiate deductions with tenant		Unavailable	£50.00			
Process outbound deposit		£50.00	£25.00			
End of Tenancy Rent Review		Free of Charge	Inclusive			
Checkout Visit & Report		£125.00	£80.00			
Transfer of Utilities & Council Tax		Unavailable	Inclusive			
DURING TENANCY						
Data controller under GDPR regulations	Tenancy Management Package	Unavailable	Inclusive	Inclusive		
24/7 emergency contact		Unavailable	Inclusive	Inclusive		
Key holding (during tenancy) per annum		£50.00	Inclusive	Inclusive		
Rent collection		Unavailable	Inclusive	Inclusive		
Rent arrears chasing (including phone calls, email, SMS)		Unavailable	Inclusive	Inclusive		
Rent arrears chasing (letters)		Unavailable	Inclusive	Inclusive		
Property repairs & maintenance co-ordination		Unavailable	Inclusive	Inclusive		
Legally compliant tracking of maintenance		Unavailable	Inclusive	Inclusive		
Legal tenancy updates		Unavailable	Inclusive	Inclusive		
Monthly income & expenditure statements		Unavailable	Inclusive	Inclusive		
Property inspections and right to rent follow-up		£82.50	£30.00	Inclusive		
MID-TENANCY RENEWALS						
Arrange energy performance certificate	Compliance Package	Unavailable	Inclusive	Inclusive		
Arrange smoke alarm and CO2 checks		Unavailable	Inclusive	Inclusive		
Arrange gas safety certificate		Unavailable	Inclusive	Inclusive		
Arrange electrical safety certificate		Unavailable	Inclusive	Inclusive		
Conduct legionella risk assessment		£90.00	£60.00	£60.00		

Tenancy Renewals		£125.00	£80.00	Inclusive
Rent review and increase (if by renewal process)		£50.00	£25.00	Inclusive
NON ROUTINE				
Copy monthly statements/payment advices (per document)		Unavailable	£2.50	Inclusive
Annual tax statements		Unavailable	£25.00	Inclusive
Landlord contractor checks for insurance and qualification (*2)		Unavailable	£50.00	Inclusive
NRL Quarterly Submissions to HMRC		Unavailable	£100.00	Inclusive
Payment of service charges (*3)		Unavailable	£25.00	Inclusive
Payment of Landlord utility bills (CT, GR, Gas, Elec) (*3)		Unavailable	£25.00	Inclusive
Assistance with council tax/utilities queries (per hour or part)		Unavailable	£40.00	Inclusive
Dealing with maintenance & management companies (per hour or part)		Unavailable	£40.00	Inclusive
Annual 1-2-1 Portfolio Review		Unavailable	£200.00	Inclusive
Service of Section 8 Notice (*1)		£120.00	£80.00	Inclusive
Service of Section 21 Notice (*1)		£142.50	£95.00	Inclusive
Service of Section 13 (Rent Increase) Notice (*1)		£75.00	£50.00	Inclusive
Service of Section 3 (Change of Owner) Notice (*1)		£75.00	£50.00	Inclusive
Arrangement of Possession Order (*1)		£90.00	£75.00	Inclusive
Attending with Bailiffs for Possession (*1)		£150.00	£100.00	Inclusive
Dealing with possession following Abandonment or Death (*1)		£150.00	£75.00	£75.00
Non-contracted property visit		Unavailable	£50.00	£50.00
Void period property visit		Unavailable	£30.00	£30.00
Deposit dispute case building (collate evidence and present to adjudication service)		£150.00	£100.00	£100.00
Arrangement of Statutory Declaration by Solicitor (*1)		£75.00	£50.00	£50.00
Utility account transfer - Key/Card Meters (per hour or part)		£95.00	£65.00	Inclusive
£10 credit on utility accounts for vacant property (*1)		Unavailable	£50.00	Inclusive
Handling insurance claims (per hour)		Unavailable	£65.00	£65.00
Selective Licencing management/application (*1)		£500.00	£250.00	£250.00
Court attendance (per attendance) (Eviction or Dispute)		£400.00	£250.00	£125.00
Land registry check to prove ownership		Unavailable	£50.00	£50.00
Transfer tenancy to/from another agent (or to/from Landlord)		Unavailable	£250.00	£250.00
Key cutting (*1)		£45.00	£30.00	£30.00
Fob ordering (*1)		£45.00	£30.00	£30.00
Vacant/void property refurbishment		Unavailable	10%	10%
Rent Protection & Legal Costs Policy Claim		Unavailable	£75.00	Inclusive
Tenancy enquiries for property sale		Unavailable	£80.00	£80.00
Maintenance Visit (checking of works or meeting contractors)		Unavailable	£50.00	£50.00
Maintenance Additional Quotes (Per additional quote, first two inclusive)		Unavailable	£25.00	£25.00

BUY TO LET ADVISORY SERVICE				
Buy to Let 15 minute call		£50.00	£50.00	Inclusive
Buy to Let 1-2-1 Consultation		£150.00	£150.00	£65.00
Buy to Let Sourcing Service		£2,500.00	£2,500.00	£2,000.00
Video viewing for remote investors		£100.00	£100.00	£100.00
Refurbishment project management fee		£2,000.00	£2,000.00	£1,750.00
EXTRA-ORDINARY MANAGEMENT				
In office based (per hour or part)		Unavailable	£65.00	£65.00
On-site or out of the office (per hour or part)		Unavailable	£95.00	£95.00

** VAT will be applied at the prevailing rate

*1 third party costs may apply (invoiced separately)

*2 per check processed

*3 per invoice/supplier processed

*4 including any new entity following restructuring, sale or asset transfer

*5 Fee recurs monthly and subject to 12 month minimum term, payable during both occupied and void period. Subject to tenant referencing/suitability

*6 Subject to minimum monthly fee of £45.00 plus VAT

*7 Subject to minimum monthly fee of £125.00 plus VAT