

# LANDLORD FEES SCHEDULE

## LEVELS OF SERVICE OFFERED

<b>Rent Collection</b>	12% of rent (inc. VAT)
<b>Fully Managed</b>	19% of rent (inc. VAT)
<b>Exclusive Managed</b>	20% of rent (inc. VAT)

### PRE-TENANCY FEES (all service levels)

- Energy Performance Certificate (EPC) £96.00 (inc. VAT) per tenancy
- Gas Safety Report (GSR) £144.00 (inc. VAT) per tenancy
- Electrical Installation Condition Report (EICR) starting from £155.00 (inc. VAT) per tenancy
- Portable Appliance Testing (PAT) £180.00 (inc. VAT) per tenancy
- Legionella Risk Assessment starting from £162.00 (inc. VAT) per tenancy
- Installing Smoke alarms and Carbon Monoxide detectors £120.00 (inc. VAT) per tenancy
- Testing Smoke alarms and Carbon Monoxide detectors on the first day of the tenancy £55.00 (inc. VAT) per tenancy
- Admin fee to be provided on request, between £500.00 – £800.00 (inc. VAT)

### START OF TENANCY FEES

**Set-up Fees:** £396.00 (inc. VAT) per tenancy.

**Deposit Registration Fees (where collected):** £30.00 (inc. VAT) per tenancy.

**Combined Inventory and Check-in Fees:** £193.00 (inc. VAT) for 4 rooms and additional £11.00 (inc. VAT) for any extra rooms as per size of property and any outbuildings.

### DURING TENANCY FEES

**Additional Property Visit Fees:** £72.00 (inc. VAT) for the first hour, £36.00 (inc. VAT) thereafter.

**Renewal Admin Fees:** £192.00 (inc. VAT) per tenancy.

Size	Electrical Installation Condition Report	End of Tenancy Clean	Light Clean
Studio	£155	£161	£115
1 bedroom and 1 bathroom	£215	£190	£138
2 bedrooms and 1 bathroom	£235	£228	£156
2 bedrooms and 2 bathrooms	£235	£266	£173
3 bedrooms and 2 bathrooms	£285	£342	£207
4-bedroom property	Will be quoted	£407	£253

\* **Carpet Cleaning Fees:** Starting from £29.00 (inc. VAT).

### END OF TENANCY FEES

**Check-out Fees:** £127.00 (inc. VAT) per tenancy.

**Court Attendance Fees:** £180.00 (inc. VAT) per hour.

### FINANCIAL CHARGES

**Submission of Non-Resident Landlords Receipts to HMRC:** £250.00 (inc. VAT) quarterly.

**Additional HMRC Reporting Fees:** £100.00 (inc. VAT) per request.

**Fees for providing an Annual Income and Expenditure Schedule:** £25.00 (inc. VAT) annually.

**Same-Day Payment Fees:** £40.00 (inc. VAT) per payment.

**Foreign Exchange Payment Fees:** £40.00 (inc. VAT) per payment.

### OTHER FEES AND CHARGES

**Arrangement Fees for Refurbishments:** 12% of net cost of work between £350 – £2,500 (inc. VAT), 24% of net cost above £2,500 (inc. VAT).

**Vacant Property Management Fees:** £240.00 (inc. VAT) per month.

**Management Take-over Fees:** £120.00 (inc. VAT) per tenancy.

**Deposit Transfer Fees:** £30.00 (inc. VAT) per deposit.

### ADDITIONAL CHARGES: (MANAGED PROPERTIES ONLY)

**TDS Adjudication Fees:** £240.00 (inc. VAT).

**Administration Fees for submitting Insurance Claim:** 20% (inc. VAT) of the claim value for any works above £2,500 (inc. VAT). Minimum fee of £500 (inc. VAT) for any works under the value of £2,500 (inc. VAT).

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

CLIENT MONEY PROTECTION:  
[www.propertymark.co.uk](http://www.propertymark.co.uk)



INDEPENDENT REDRESS:  
[www.tpos.co.uk](http://www.tpos.co.uk)

