



## FEES TO LANDLORDS

**Independent Redress:**



## FEES TO LANDLORDS

**Fees are subject to a successful let, no upfront fees payable.**

Levels of service offered -

**TENANT FIND:** 10.2% of rent inc VAT (this equates to 8.50% plus VAT)

INCLUDES:

- Agree the market rent and find a tenant in accordance with the landlords guidelines
  - Advise on refurbishment
  - Provide guidance on compliance with statutory provisions and letting consents
  - Carry out accompanied viewings (as appropriate)
  - Market the property and advertise on relevant portals
  - Erect board outside property in accordance with Town and Country Planning Act 1990
  - Advise on non-resident tax status and HMRC (if relevant)
  - Collect and remit initial months' rent received
  - Agree collection of any shortfall and payment method
  - Provide tenant with method of payment
  - Deduct any pre-tenancy invoices
  - Make any HMRC deduction and provide tenant with the NRL8 (if relevant)
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**RENT COLLECTION:** 13.2% of rent inc VAT (this equates to 11% plus VAT)

IN ADDITION TO ABOVE THIS INCLUDES:

- Continue to collect rent due through the tenancy term
  - Pursue non-payment of rent and provide advice on rent arrears actions
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**FULLY MANAGED:** 15.6% of rent inc VAT (this equates to 13% plus VAT)

IN ADDITION TO ABOVE THIS INCLUDES:

- Advise all relevant utility providers of changes
- Undertake property inspection visits every 6 months and notify the landlord of the outcome
- Arrange routine repairs and instruct approved contractors (providing two quotes)
- Hold keys throughout the tenancy term
- Negotiate with landlord and tenant any disbursement of the security deposit

# FEES TO LANDLORDS

## Additional fees and charges (irrespective of level of service)

### SETUP FEE: £420 (inc VAT)

- Full referencing of all prospective tenants (identity, immigration and visa confirmation, financial credit checks, obtaining references from current or previous employers / landlords and any other relevant information to assess affordability)
- Preparation and negotiation of your tenancy agreement, issued via DocuSign for signature.

### PERMITTED OCCUPIER / GUARANTOR FEE: FREE

### INVENTORY FEE: see attached schedule for prices

- Dependent on the number of bedrooms and/or size of the property and outbuildings

### DEPOSIT REGISTRATION FEE: £60 for 1<sup>st</sup> year, £30 per annum thereafter (inc VAT)

- Register landlord and tenant details and protect the security deposit with a Government-authorized Scheme
- Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of start of tenancy

### ADDITIONAL PROPERTY VISITS: £48 (inc VAT)

- To attend for specific requests such as neighbour disputes; more visits are required to monitor the tenancy; or any maintenance-linked visit

### SUBMISSION OF NON-RESIDENT LANDLORD

### RECEIPTS TO HMRC: £48 (inc VAT) quarterly

- To remit and balance the financial return to HMRC quarterly and respond to any specific query relating to the return from the landlord or HMRC

### ENERGY PERFORMANCE CERTIFICATE: £80 inc VAT

### GAS SAFETY CERTIFICATE: Up to £120 inc VAT

### RENEWAL ADMIN FEE: £120 (inc VAT)

- Contract negotiation, amending and updating terms and arranging a further tenancy and agreement

### COURT ATTENDANCE: £60 (inc VAT) per hour £100 (inc VAT) for preparation of court paperwork

### RENT REVIEW FEE: FREE

- Review rent in accordance with current prevailing market condition and advise the landlord
- Negotiate with tenant
- Direct tenant to make payment change as appropriate
- Serve Section 13 Notice if tenancy is on a rolling monthly basis

### END OF TENANCY: FREE

- Agree with tenant check out date and time appointment
- Instruct inventory provider to attend
- Return deposit as agreed with landlord and tenant to relevant parties
- Remit any disputed amount to Scheme for final adjudication
- Unprotect security deposit

### WE ALSO DO NOT CHARGE FOR THE FOLLOWING:

- Arrangement of key cutting
- Progressing insurance claims
- Providing paperwork to solicitors

We do not handle any client money; this is dealt with by a third party provider who has full client money protection – details on request. Any security deposits held would be registered with MyDeposits protection scheme.

### ELECTRICAL INSTALLATION CONDITION REPORT (EICR): Dependent on size;

1 BED/STUDIO £176 inc VAT

2 BED £200 inc VAT

3 BED £236 inc VAT

4 BED £260 inc VAT

5 BED+ quote available on request

## INDIVIDUAL CHECK IN / CHECK OUT INVENTORY REPORT COSTS

Unfurnished properties		Furnished properties	
Size	Inventory cost inc VAT	Size	Inventory cost inc VAT
1 bed/studio	£99.00	1 bed/studio	£132.00
2 bed	£112.20	2 bed	£158.40
3 bed	£151.80	3 bed	£198.00
4 bed	£178.20	4 bed	£224.40
5 bed	£204.60	5 bed	£250.80

### Additional Charges

- A call out fee of £50 plus VAT is levied for missed or aborted jobs
- For properties that are larger and/or heavily furnished a separate price will be negotiated
- There is Sunday and Bank Holiday surcharge of £50 plus VAT per job

### For your Reference

- An inventory originally created by Chase Inventory Services is automatically updated each time a check in takes place by Chase. This is included in our check in fee.
  - Electronic copies of the latest revisions are held by Chase
- Please note that for private landlords we will not release paperwork until payment is received.

## PACKAGE OFFER

Chase Inventory Services also offer a discounted single fee at the start of the tenancy that would cover the inventory report at the start and a check out report at the end of a tenancy.

Unfurnished properties		Furnished properties	
Size	Inventory cost inc VAT	Size	Inventory cost inc VAT
1 bed/studio	£171.60	1 bed/studio	£237.60
2 bed	£198.00	2 bed	£264.00
3 bed	£ 264.00	3 bed	£316.80
4 bed	£316.80	4 bed	£369.60
5 bed	£369.60	5 bed	£448.80