

Letting Service Options

| | Let Only | Rent Collection | Managed |
|---|--------------------------|-----------------------|-----------------------|
| | Fee collected in advance | Fee collected monthly | Fee collected monthly |
| Standard Fees - Minimum fee £1,000 | 12% Inc VAT | 14.4% Inc VAT | 16.8% Inc VAT |
| Administration Charge - Initial Fixed Term AST (to include all tenant and guarantor) | £360 | £360 | £360 |
| Administration Charge - Tenancy Renewals/Rent Review/Addendums | £500 | £350 | £250 |
| Individual Reference Checks (should you not wish for us to provide a Tenancy Agreement) | £150 per | £150 per | £150 per |
| Inventory and Schedule of Condition/ Check In | See Separate | See Separate | See Separate |
| Arrange Check Out | See Separate | See Separate | See Separate |
| Notify Utility Suppliers | £25 | £25 | Included |
| Deposit administration DPS Custodial Scheme | £100 | £50 | £50 |
| Rent Arrears Management | £250 | Included | Included |
| Non-Resident Landlords Monthly Tax Administration Fee | £30 | £30 | £30 |
| Income and expenditure Report, Per Report | £100 | £50 | £50 |
| Section 21 Delivered by Hand and Completed Statutory Declaration | £200 | £200 | Included |
| Negotiate Deposit Release | £250 | £250 | Included |
| Preparation of Documents in the Case of Deposit Dispute Claim | £200 | £200 | Included |
| Preparation of Document for your Solicitor/Court Attendance | £500 | £500 | £500 |
| Rental Warranty and Legal Protection | £400 | £400 | £400 |
| Termination of Sole Agency for Photos, Floorplan and Marketing Costs | £300 | £300 | £300 |
| Aborted Fee, once a tenant has been found and the landlord withdraws after referencing | £500 | £500 | £500 |
| Sale of Property Where Instructed (Based on Sale Agreed Price) | 1.50% | 1.50% | 1.50% |
| Vacant Property Visits (Per Visit and Subject to Written Agreement) | £60 | £60 | £60 |
| Maintenance | 25% of total price | 15% of total price | 10% of total price |
| Additional Property Visits | £150 | £150 | £60 |
| Waiting at Properties - For Contractors | £60 per hour | £60 per hour | £60 per hour |
| Instruct/Obtain Quotes Per Contractor | £100 | £100 | Included |
| Manage Major Works to manage over £500 | 15% of Cost | 15% of Cost | 6% of Cost |
| Manage Insurance Claims (Not Processing Claim) | £250 | £150 | £150 |
| Annual Gas Safety Record | £150 | £100 | £100 |
| Electrical Appliance (PAT) Test | £48 +Cost | £48 +Cost | Cost of |
| Electrical Inspection Condition Report | £150 +Cost | £150 +Cost | £150 +Cost |
| Energy Performance Certificate | £90 | £90 | £90 |
| Legionella Risk Assessment | £48 +Cost | £48 +Cost | Cost of |
| Key Cutting up to a total of 3 keys | £25 | £25 | £25 |
| Title Deeds check with Land Registry | £15 | £15 | £15 |
| Please select service by ticking the appropriate box -> | | | |

All figures are inclusive of VAT at the current rate

This document dated November 2021

Sign Date Landlord Initials