



RESIDENTIAL LETTING AGENTS

SERVICES WE OFFER
FOR OUR '**FULLY MANAGED**' PACKAGE

- ❖ Valuable Local Knowledge & Independent Personal Service
- ❖ Market Appraisal
- ❖ Accompanied Viewings
- ❖ Deposit and rent in advance
- ❖ Premium Property Listings on Leading Portals
- ❖ Receiving and Promptly Remitting your Rent
- ❖ Full comprehensive Reference
- ❖ Deposit Protected in Accordance with current legislation
- ❖ Organising of EPC and Necessary Certificates
- ❖ Contacting Utility Suppliers
- ❖ Renewal and Rental Increase Negotiation
- ❖ Arranging Maintenance and Repairs
- ❖ Visits and Reports
- ❖ Option of Full Check Out and Inventory
- ❖ Option of Rent guarantee insurance
- ❖ End of tenancy inspection

Fully Managed Service 11% Commission pcm + VAT



RESIDENTIAL LETTING AGENTS

SERVICES WE OFFER

FOR OUR '**TENANT FIND**' & '**LET AND COLLECT**' PACKAGE

- ❖ Valuable Local Knowledge & Independent Personal Service
- ❖ Market Appraisal
- ❖ Property Marketing
- ❖ Accompanied Viewings
- ❖ Deposit and rent in advance
- ❖ Premium Property Listings on Leading Portals
- ❖ Initial safety Certificates arranged (Variable cost)
- ❖ Tenancy agreement prepared
- ❖ Receiving and Promptly Remitting your Rent (LET & COLLECT ONLY)

Tenant Find Service

Fee equivalent to 60% of the 1st months' rent + VAT

Let and Collect 5% commission + VAT

Additional Tenancy Charges IF APPLICABLE (Price + VAT)

Duplicate Tenancy agreement	£90.00 + £18.00 = £108.00
Issuing of additional tenancy terms upon L/L request	£30.00 + £6.00 = £36.00
Copies of Inventory & Schedule of Condition	£60.00 + £12.00 = £72.00
Renewal of Tenancy Agreement	£90.00 + £18.00 = £108.00
Issue of Notices/tenancy documents	£60.00 + £12.00 = £72.00
Duplicating & testing of keys	£15.00 + £3.00 = £18.00 + Cost of duplication (If requested/required)
Redirection of mail	£10.00 + £2.00 = £12.00
Full Reference and securing fee of primary tenant (if requested)	£90.00 + £18.00 = £108.00
Reference per applicant thereafter or Guarantor	£90.00 + £18.00 = £108.00

Deposit Charges (Price + VAT)

Protection of deposit (Insurance or Custodial)	£60.00 + £12.00 = £72.00
Deposit dispute administration fee	£120.00 + £24.00 = £144.00

Inventory Fee (Price + VAT) If requested

PROPERTY	UNFURNISHED	FURNISHED
Studio	£65.00 + £13.00 = £78.00	£85.00 + £17.00 = £102.00
1 Bedroom	£85.00 + £17.00 = £102.00	£105.00 + £21.00 = £126.00
2 Bedrooms	£120.00 + £24.00 = £144.00	£165.00 + £33.00 = £198.00
3 Bedrooms	£130.00 + £26.00 = £156.00	£185.00 + £37.00 = £220.00
4 Bedrooms	£140.00 + £28.00 = £168.00	£205.00 + £41.00 = £246.00
5 Bedrooms	£160.00 + £32.00 = £192.00	£235.00 + £47.00 = £282.00

Termination Fees (Inc VAT)

Equivalent to 1 months' rent	Minimum Fee £350.00
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Compliance Certificates – VAT dependant on Contractor

EPC	Independent contractors Fee
Gas Inspection	Independent contractors Fee
Electrical Test & Inspect	Independent contractors Fee

End of Tenancy Charges for TENANT FIND ONLY (Price + VAT)

Check out appointment with emailed report	£90.00 + £18.00 = £108.00
Check out appointment with emailed report & photos	£120.00 + £24.00 = £144.00

Inspections - Mid-term inspections for TENANT FIND ONLY properties (Price + VAT)

PROPERTY	UNFURNISHED	FURNISHED
Studio	£30.00 + £6.00 = £36.00	£40.00 + £8.00 = £48.00
1 Bedroom	£35.00 + £7.00 = £42.00	£50.00 + £10.00 = £60.00
2 Bedrooms	£40.00 + £8.00 = £48.00	£60.00 + £12.00 = £72.00
3 Bedrooms	£45.00 + £9.00 = £54.00	£70.00 + £14.00 = £84.00
4 Bedrooms	£50.00 + £10.00 = £60.00	£80.00 + £16.00 = £96.00
5 Bedrooms	£60.00 + £12.00 = £72.00	£90.00 + £18.00 = £108.00