



## Landlord Fees & Charges



### ***Estate Agents Lettings Management Property Consultants***

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## SUMMARY OF FEES

**Our fees are due for the total period the tenant stays in the property.**

<b>Initial Term</b>	<b>Exc. VAT</b>	<b>Inc. VAT</b>
Letting Service	10% (of the premium)	12%
Letting and Management Service	15% (of the rent)	18%
Management Service	6% (of the rent)	7.2%

<b>Renewal, Extension or Holdover of Tenancy</b>	<b>Exc. VAT</b>	<b>Inc. VAT</b>
Renewals and Extended Letting Service	9% (of the premium for all the subsequent renewals)	10.80%
Renewal and Extended Letting and Management	12.5% (of the rent)	15%
Renewal and Extended Management Service Only	6% (of the rent)	7.20%
Renewal and Extended Tenancy where the Management Service has terminated	8% (of the rent)	9.6%

<b>Short Let (Initial term is 6 months or less)</b>	<b>Exc. VAT</b>	<b>Inc. VAT</b>
Initial Term	20% (of the rent)	24%
Renewal, extension or holdover (up to six months)	20%	24%
Renewal, extension or holdover (thereafter)	10%	12%

<b>General</b>	<b>Exc. VAT</b>	<b>Inc. VAT</b>
Tenancy Agreement	£200	£240
Tenancy Agreement for Renewal	£150	£180
Landlord's Own Tenancy Agreement	£60	£72
Additional Property Visits	£75	£90
Submitting Annual Statement (income & expenditure)	£150	£180
Submitting Tax Returns for Overseas Landlord	£250	£300
Safety Checks (non-managed)	£40	£48
Deposit Reconciliation (non-managed)	£150	£180
Preparation Of Claim Form From DPS	£200	£240
Legal Action/Court Attendance	£150 (per hour)	£180
Waiting at Properties	£50 (per hour)	£60
Sale to Tenant	1.5% (of sale price)	1.80%
Backdated/Annual Statements	£40	£48

**Other costs you may incur when letting your property** (please refer to our terms of business for further information)

**The following additional costs may be incurred when letting your property which include but are not limited to:** Energy Performance Certificate, Gas Safety Certificate, Certificate, Electrical Checks, Professional Cleaning, Inventory Services. You can make arrangements on your own behalf or we can organise these for you. Please speak to a member of staff within the office with respect to these additional costs and for more information.