

Tenant's Services/Fees

Move In:

Referencing Fee - £150.00

Referencing tenants - photo id, immigration and visa confirmation, financial checks, obtaining references from current/ previous employers/landlords.

Administration Fee - £150.00

Processing the application and arranging the tenancy and agreement.

Guarantor Fee - £100.00

Covering credit referencing and preparing a Deed of guarantee as part of the tenancy.

Change of Move in Date - £50.00

When all paper work has been completed and the tenant wants to change the agreed date.

Accompanied check-in fee – £99.00

Explaining how appliances function and taking meter readings for utilities and services.

Your Tenancy

Renewal Fee – £75.00

Amend and updating terms and arranging a further tenancy agreements.

Landlord reference fee - £50.00

Collating information and preparing a reference for future landlords or letting agent.

Other Fee and Charges

Copies of documents - £35.00

Providing copies of paperwork associated with the tenancy

Unpaid rent – 1st letter - £20.00 2nd letter - £25.00 Letter before action - £30.00

Gas Safety Certificate - £60.00

Energy Performance Certificate - £90.00



Landlord Services/ Fees

Deposit Registration - £99.00

Set up landlord and tenant details and protect the security deposit with a government authorised scheme.

Arrangement fee for works over £500.00 – 5% of net cost

Arranging access and assessing costs with contractor

Rent review fee - £120.00

Negotiate with tenant, update tenancy agreement and serve section 13 Notice if tenancy is on a rolling contract.

Renewal Fee - £175.00

Amending and updating terms and arranging further tenancy agreement.

Inventory Fee - £175.00

Internal/external phototropic evidence provided to tenants on day of sign up + meter reading.

Check out fee - £125.00

Agree with tenant check out date and time appointment, return deposit as agreed with landlord and tenant relevant parties. Unprotect security deposit. Instruct contractors.

Court Attendance - £125.00

Serving of notice to gain possession - £99.00

Drawing up an appropriate tenancy agreement (landlord fee) - £140.00



Landlord Services/ Fees

Tenant Find Fee: 4 weeks of the rent

Includes:

1. Market the property and advise on relevant portals
2. Erect board outside the property
3. Provide tenant a method of payment
4. Carry out accompanied viewings
5. Find a tenant accordance with the landlord guidelines
6. Provide guidance on compliance with statutory provisions and lettings consents

Rent Collection Fee – 7% of Rent

- ✓ Proceed with Non-payment of rent and provide advice on rent arrears
- ✓ Collect the monthly rent
- ✓ Deduct commission and other works

Fully Managed Fee – 10% of Rent

- ✓ Collect and remit the monthly rent received
- ✓ Deduct commission and other works
- ✓ Pursue non – payment of rent and provide advice on rent arrears
- ✓ Arrange routine repairs and instruct approved contractors
- ✓ Hold keys throughout the tenancy term
- ✓ Carry out two inspection visits per annum and notify landlord of outcome

IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF STAFF



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