

Additional Services

All Service Levels

PRE-TENANCY FEES

Arranging and facilitating statutory compliance (this is in addition to the costs of the item itself) if not provided on instruction or undertaken by the landlord:

- **Energy Performance Certificate (EPC) £25 (inc. VAT) per tenancy.**
- **Gas Safety Certificate (GSR) £25 (inc. VAT) per tenancy.**
- **Electrical Installation Condition Report (EICR) 12% commission (inc. VAT) per tenancy.**
- **Portable Appliance Testing (PAT) 12% commission (inc. VAT) per tenancy.**
- **Installing Smoke alarms and Carbon Monoxide £25 (inc. VAT) per tenancy.**

Arranging for a key to be cut **£10 (inc VAT).**

Additional Tenant Referencing Fees: £100 (inc. VAT) per tenant.
As Set-up Fees above for additional tenants.

Deposit Registration Fees (where collected): £50 (inc. VAT) per tenancy. 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 the tenancy start date.

OTHER FEES

Court Attendance Fees: £75 (inc. VAT) per hour.

Same-Day Payment Fees: £25 (inc. VAT) per payment.

Should the landlord request a payment faster than the agreed timescales within their existing Terms of Business, this covers the costs of providing a same-day payment service.

Arrangement Fees for refurbishments or redecoration 10 % of net cost (inc. VAT). Also applicable for general maintenance over £500. Arranging access and assessing the costs with any contractors, ensuring work has been carried out in accordance with the Specification of Works and retaining any resulting warranty or guarantee.

Landlord Withdrawal Fees (before move-in): £360 (inc. VAT) per tenancy. To cover the costs associated with the marketing, advertising and tenancy set-up should the landlord withdraw from the tenancy before it has started.

Landlord Withdrawal Fees or Management Takeover Fee: £200 (inc. VAT) per tenancy. To cover the costs associated with advising the tenant on the change and the position of the security deposit, transferring the security deposit to the landlord or new agent, notifying all utility providers and local authority (where necessary) and returning all relevant documents held by the agent to the landlord. This does not apply to a Tenant-Find service.

Deposit Transfer Fees: £50 (inc. VAT) per deposit.

Should the landlord request any changes to a protected deposit during a tenancy, this covers the costs associated with legal compliance for said request.

Additional Services

Managed Service Standard & Find Tenant Only

DURING TENANCY FEES

Additional Property Visits: £30 (inc. VAT) per visit.

Should the landlord request property visits in addition to those within their existing Terms of Business, this covers the costs of attending the property.

Rent Review Fees: £60 (inc. VAT) per tenancy.

Review rent in accordance with current prevailing market conditions and advise the landlord, negotiate with the tenant(s), direct tenant(s) to make payment change as appropriate, update the tenancy agreement and serve a Section 13 Notice if the tenancy is on a periodic basis.

Renewal Fees: £60 (inc. VAT) per tenancy.

Contract negotiation, amending and updating terms and arranging for the signing of a further tenancy agreement.

END OF TENANCY FEES

Tenancy Dispute Fee: £50 (inc. VAT) per tenancy.

The costs associated with the preparation of all evidence and submitting the case to the tenancy deposit scheme as well as dealing with all correspondence relating to the dispute. This only applies where the agent has protected the deposit.

Fees for the service of Legal Notices (Section 8 or Section 21): **£75 (inc. VAT) per Notice.**