

Landlords' Guide to Charges

Orchards Estates is a member and covered by the RICS Client Money Protection Scheme.
Orchards Estates is also a member of a redress scheme provided by The Property Ombudsman
www.tpos.co.uk Copies of the TPO Code of Practice plus our complaint handling procedure are available on request. ⁽¹⁾_(SEP) Please note the charges listed below are the maximum fees that will be applied unless otherwise stated.

Permitted Changes in accordance with the Tenant Fee Act 2019

NON-MANAGED TENANCY	100%	100% of first months' rent (Minimum £420) inc VAT
PROPERTY MANAGEMENT	13.2%	11% of rent plus VAT

ADDITIONAL SERVICES (Ask for more detail, if required) Many services are included within our fully managed pricing and may not apply

SERVICE	FEE INCLUDING VAT	TICK IF REQUIRED
VACANT PERIOD MANAGEMENT	£80	
ADMINISTRATIVE SETUP FEE	£275	
OBTAINING TITLE DOCUMENTS	£50	
ENERGY PERFORMANCE CERTIFICATE (EPC)	£120	
NEW TENANT TENANCY SET UP FEE	£120	Fully managed
ANNUAL LANDLORD GAS SAFETY CERTIFICATE	At cost per contractor	
ELECTRICAL INSPECTION CERTIFICATE	At cost per contractor	
ELECTRICAL PAT TEST (for up to 3 appliances)	At cost per contractor	
HETAS CERTIFICATE	At cost per contractor	
SMOKE ALARM INSTALLATION	At cost per contractor	
CARBON MONOXIDE ALARM INSTALLATION	At cost per contractor	
TENANT CHECK IN (With effect 1 st June 2019)	£60	Where applicable
TENANT CHECK OUT (With effect 1 st June 2019)	£60	Where applicable
TENANCY RENEWAL	£60	
EXTRA PROPERTY INSPECTIONS	£60	
DRAWING UP AND SERVING NOTICES & LEGAL DOCUMENTS	£60	
PROPERTY INSPECTION	£60	