

LETTINGS FEES

TENANT FIND - £600 INCLUDING VAT (Minimum Fee, higher up front fee if monthly rent is above £750pcm)

INCLUDES:

- Advice on refurbishment
- Provide guidance on compliance with statutory provisions at point of tenancy
- Erect board outside the property
- Preparation of the property details including floorplan, professional photos
- Advertising and promoting the property until a Tenant is found
- Carry out Tenant right to rent checks
- Accompany prospective Tenants on viewings of the property
- Negotiate offers including the terms of the let
- Where possible we will obtain references for the proposed Tenants from employers and previous Landlords as well as credit checks through an independent company
- Handling initial monies including the first months rent and deposit
- Prepare a Tenancy Agreement and supporting documents
- Provide the Tenant with the Landlords designated bank account details for future rental payments
- Organise an Inventory and Check In
- Contact Landlord and Tenant prior to the end of the tenancy to discuss renewal or termination

FULLY MANAGED SERVICE

£540 INCLUDING VAT & 12%+VAT MONTHLY Minimum Fee, higher up front fee if monthly rent is above £750pcm

INCLUDES EVERYTHING YOU'LL FIND IN 'TENANT FIND' PLUS:

- Provide updates and advice on all new legislative changes and deal with these on your behalf during the tenancy
- Undertake regular inspections and provide a Landlord report including photographs and videos required
- Arranging routine repairs using our approved contractors
- Hold keys throughout the tenancy
- Negotiate deposit returns at the end of the tenancy
- Provide your Tenant with 24-hour emergency out of hours support
- Offer a full facilitated support and monitoring service, should you decide the property requires major works and/or refurbishment at any time
- Handle all monthly rent and pay landlord accordingly

EXAMPLE:

- Rent £1000pcm/£12,000pa
- One off find a tenant fee £540 (inc VAT)
- Monthly Management Fee Thereafter = 12% +VAT
- 12% of £1000 = £120+VAT

Landlords will be provided with detailed statements showing them ALL deductions of fees or charges. Value added tax will be charged on all fees at the appropriate rate at the time of charging and all have been quoted including VAT.

All client monies held by the Agent will be kept in a client account and no interest is payable.

If the Agent's fees and expenses cannot be deducted from the rent they will issue a payment request to that Landlord payable as cleared funds within 7 days of issue.

The Agent reserves the right to vary the quoted fee rates during the course of a tenancy by giving the Landlord 30 days written notice of the intention.

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

ADDITIONAL OPTIONAL & NON-OPTIONAL FEES AND CHARGES

		TENANT FIND	FULLY MANAGED
Deposit Administration and Registration	Registering the Tenant's deposit with the TDS	£42 (Inc. VAT)	Included
Property Inspections	Visit the property, remotely or in person, during a tenancy and provide a Landlord report including photographs where required.	£90 (Inc. VAT)	Included
Service of Legal Notice	Serving a legal notice upon the Tenant.	£72 (Inc. VAT)	Included
Deposit Negotiations	Negotiating the deposit return at the end of the tenancy.	£150 (Inc. VAT)	Included
Deposit Dispute Fee	Submit documentation in order to support a claim against the deposit to the TDS for their adjudication service.	£180 (Inc. VAT)	Included
Check Out Fee	Instruct an independent clerk to conduct a check out using the inventory and schedule of condition report.	£42 (Inc. VAT)	Included
Tenancy Renewal	Contract negotiation, amending and updating terms to take into account all legislative changes as well as rent changes and arranging a further tenancy agreement.	£150 (Inc. VAT)	£60 (Inc. VAT)
Vacant Management	Manage the property whilst vacant	£72 (Inc. VAT) Per Month	£72 (Inc. VAT) Per Month
Rent Review	A rent review is a process where an agent will revalue a property in line with the current property market.	£90 (Inc. VAT)	Included
Jackson Property Rent & Legal Protection Service	Your interest added to our Rent and Legal Protection Insurance Policy – Ask for details	£390 (Inc. VAT)	£390 (Inc. VAT)
Submission of non-resident Landlords receipts to HMRC	To Remit and balance the financial return to HMRC quarterly and respond to any specific query relating to the return from the Landlord or HMRC.	£120 (Inc. VAT)	£120 (Inc. VAT)
Court Attendance	£150 (Inc. VAT) per hour or £240 (Inc. VAT) per hour for a Director	From £150 per hour (Inc. VAT)	From £150 per hour (Inc. VAT)
Abortive Tenancy	In the event that you abort a proposed tenancy during the move in process.	Tenant Find Fee	Tenant Find Fee
Termination Fee	In the event that you terminate the Fully Managed service during a tenancy. This fee would also apply if you sell the property with the tenant in residence.	N/A	One year's fees (Inc. VAT)
Sales Commission	If a Tenant or any associated person introduced by us proceeds to purchase the Property we will charge a sales commission of the agreed sale price, upon completion. This fee will include the services of our sales progression department.	1.2% (Inc. VAT)	1.2% (Inc. VAT)
Gas Safe Certificate	Arrange a Gas Safe registered engineer to inspect the gas appliance.	£114 (Inc. VAT)	£114 (Inc. VAT)
Fixed Electrical Safety Certificate (EICR)	An EIRC or Fixed Electrical test will confirm compliance of electrical circuits and installations within current safety regulations.	£240 (Inc. VAT)	£240 (Inc. VAT)
Interim Electrical Safety Check	Visual inspection of electrics, PAT testing and testing of smoke alarms	£150 (Inc. VAT)	£150 (Inc. VAT)
Oil Safety Check & Service	The installation of oil-fired systems should meet the standards set out by OFTEC and should be installed, maintained and serviced by OFTEC registered engineers.	£150 (Inc. VAT)	£150 (Inc. VAT)
Energy Performance Certificate (EPC)	An Energy Performance Certificate (EPC) measures the energy efficiency of a property on a scale of A - G. This is a legal requirement when selling or letting a property. We can arrange our inhouse assessor to carry out this service if your property doesn't have one or if your current EPC has expired.	£114 (Inc. VAT)	£114 (Inc. VAT)
Septic Tank Empty	Fee displayed covers properties within Herefordshire	£226.80 (Inc. VAT)	£226.80 (Inc. VAT)
Inventory Fees – Outside of Tenancy	Prepare an inventory and schedule of condition report. <ul style="list-style-type: none"> Flat - £108.00 inc VAT 2 Bed - £150.00 inc VAT 3 Bed - £180.00 inc VAT 4 Bed - £240.00 inc VAT 5 Bed - £300.00 inc VAT 	From £108 (Inc. VAT)	Included