

Our fees will depend on the type of property you are letting and which services you choose. The team in your local office will confirm our terms of business, the services we offer and what your fees will be. These fees will not be lower than the indicative fees shown below.

Our services typically include:

- Agree the market rent and find a tenant in accordance with the landlord guidelines
- Advise on refurbishment
- Provide guidance on compliance with statutory provisions and letting consents
- Carry out accompanied viewings (as appropriate)
- Market the property and advertise on relevant portals
- Erect board outside property in accordance with Town and Country Planning Act 1990
- Advise on non-resident tax status and HMRC (if relevant)
- Inventory fee (landlord's share) - see attached schedule
- Dependent on the number of bedrooms and/or size of the property and outbuildings

In addition to the charges over the landlord's fee will be the greater of £750 (plus VAT) or

Level of service offered

Let only: first month's rent (plus VAT) subject to a minimum charge of £750 (plus VAT)	Fully managed: one month's rent (plus VAT) and 12% of rent (plus VAT) charge for each month's rent demanded thereafter
includes	includes
Collect initial month's rent received	Collect and remit the monthly rent received
Agree collection of any shortfall and payment method	Deduct commission and other works
Provide tenant with method of payment	Advise all relevant utility providers of changes
Deduct any pre-tenancy invoices	Undertake two inspection visits per annum and notify landlord of the outcome
Make any HMRC deduction and provide tenant with the NRL8 (if relevant)	Arrange routine repairs and instruct approved contractors
	Hold keys throughout the tenancy term (if provided by landlord)
	Make any HMRC deduction and provide tenant with the NRL8 (if relevant)
	Pursue non-payment of rent and provide advice on rent arrears actions

Client money protection (cmp) provided by: RICS

independent redress provided by the Property Redress Scheme

Additional non-optional fees and charges (irrespective of service level)

<p>Deposit registration fee</p> <ul style="list-style-type: none"> Register landlord and tenant details and protect the security deposit with a Government-authorised scheme Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of start of tenancy 	£66 (plus VAT)
<p>Additional property visits</p> <p>To attend for specific requests such as neighbour disputes; more visits are required to monitor the tenancy; or any maintenance linked visit</p>	Fee based on charge per hour - see fee schedule
<p>Arrangement fee for works over £750</p> <ul style="list-style-type: none"> Arranging access and assessing costs with contractor; Ensuring work has been carried out in accordance with the specification of works Retaining any warranty or guarantee as a result of any works 	10% of net cost
<p>Arrangement fee for refurbishments over £750</p> <ul style="list-style-type: none"> Arranging access and assessing costs with contractor; Ensuring work has been carried out in accordance with the specification of works Retaining any warranty or guarantee as a result of any works 	10% of net cost
<p>Obtaining more than two contractors' quotes</p>	£18 (plus VAT) per quote
<p>Rent review fee</p> <ul style="list-style-type: none"> Review rent in accordance with current prevailing market condition and advise the landlord Negotiate with tenant Direct tenant to make payment change as appropriate Serve Section 13 Notice if tenancy is on a rolling monthly basis 	£90 (plus VAT)
<p>Renewal fee (landlord's share)</p> <ul style="list-style-type: none"> Contract negotiation, amending and updating terms and arranging a further tenancy and agreement 	£120 (plus VAT)

All fees are subject to a signed terms of business agreement

Fee schedule available on request

If you have any questions on our fees, please ask a member of staff

