



ADDITIONAL LANDLORD SERVICES

SCALE OF CHARGES (all charges plus vat)

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|---|----------------------------------|
| • Standard Tenancy Agreement (AST) | £125 |
| • Referencing tenants & right to rent checks | No charge (inc in set up fee) |
| • Deposit registration fee (Managed properties) | £35 pa |
| • Deposit registration (Non-managed) | £70 |
| • Preparation of Inventory / schedule of condition - from | £120 (estimate on request) |
| • Rent guarantee/legal protection insurance - currently | £265 per year (inc IPT) |
| • Renewal AST (Managed properties) (including rent review) | £125 |
| • Notice of extension of tenancy (Managed properties) | £100 |
| • Renewal AST (Non-managed) (including rent review) | £200 |
| • Notice of extension of tenancy (Non-managed) | £125 |
| • Serving legal Notices (Non-managed) | £110 (no charge managed) |
| • Rent review & Section 13 Notice (Non-managed) | £155 |
| • Administer HMRC tax requirements (overseas landlord) | £50 per quarter |
| • Court attendance (plus reasonable expenses & costs) | £200 |
| • Documentation for TDS adjudication / deposit dispute / repossession etc | £40 per hour (min. 1 hour) |
| • Attending Bailiff appointment (managed properties) | £100 |
| • Supervising works over £200 (managed properties) | 10% total cost |
| • Check out -Inventory check / schedule of condition - from | £90 (dependent on property size) |
| • Withdrawal from agreed tenancy offer | 2 weeks rent |
| • Consultancy/Admin fee: (Managed properties) Including: | £40 per hour (min. 1 hour) |
| - <i>Additional (non-periodic) visits requested by landlord</i> | |
| - <i>Waiting time at property</i> | |
| - <i>Arranging safety compliance checks</i> | |
| - <i>Arranging installation of smoke or carbon monoxide alarms</i> | |
| - <i>Arranging EPC'S</i> | |
| - <i>Obtaining consent from lender or superior landlord</i> | |
| - <i>Organising key cutting</i> | |
| - <i>Organising pre-tenancy cleaning</i> | |
| - <i>Providing documentation to third parties (at landlord's request)</i> | |
| - <i>Dealing with deposit disputes at end of tenancy</i> | |

