

# FEES TO: LANDLORDS

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LEVEL OF SERVICE: Fees (Plus VAT at current rate)

## TENANCY SET UP ONLY

FEES: Tenancy Set up fee - One month's rent\*\*

### INCLUDES

- Rent appraisal & find tenant in accordance with landlord's guidelines
- Market property and advertise on relevant portals
- Advise on refurbishment
- Provide guidance on compliance with statutory provisions & letting consents
- Carry out accompanied viewings (as appropriate)
- Erect board outside property in accordance with Town and Country planning act 1990.
- Negotiate terms of tenancy with landlord and tenant
- Advise on non-resident tax status & HMRC (if relevant)
- Statutory Right to Rent check on occupiers
- Credit check & reference report on occupiers
- Organise signing of documents for new tenancy
- Collect & remit initial rent
- Collect security deposit.
- Provide tenant with method of rent payment
- Deduct commission and any pre-tenancy invoices and issue statement

## SET UP & RENT COLLECT

FEES: Tenancy Set up fee - 2 weeks rent then 10% monthly\*\*

### INCLUDES

- All Tenancy set up services (see side panel left)
- Negotiating & arranging signing of Tenancy Agreement
- Collect and remit rent
- Provide rental statements
- Arrange payments from rental for statutory requirements
- Assist with Tax Exemption certificate if overseas landlord
- Pursue non-payment of rent & provide advice on rent arrears action
- Negotiate renewals and extensions of tenancy
- Negotiate rent reviews
- Oversee end of tenancy procedures
- Organise Inventory & Schedule of condition
- Organise registration of deposit with approved scheme

## SET UP, RENT COLLECT & MANAGEMENT

FEES: Tenancy Set up fee - 2 weeks rent then 12% monthly\*\*

### INCLUDES

- All Tenancy set up & Rent Collect services (see side panels left)
- Act as point of contact between Landlord and Tenant
- Undertake property visits & issue digital report
- Arrange routine repairs and instruct approved contractors
- Obtain estimates from approved contractors
- Advise on compliance with current legislation
- Advise on breach of Tenancy & serving of prescribed notice if required
- Negotiate deductions from deposit at end of Tenancy
- Advise on deposit disputes
- Hold keys throughout the Tenancy term
- Pay authorised bills from rental income
- Dedicated 'Landlord portal' providing on line immediate access to rent statements, property information and tenancy data

\*\*FEES MAY VARY, DEPENDENT ON RENT AND STYLE OF PROPERTY – Please ask a member of staff

See separate charges for other services (if required)