

Full Management Service

Service	Fee
<p>Set Up Fee - Includes agreeing the market rent and finding a suitable tenant in line with the landlord's guidelines. This covers marketing and advertising the property on the Alex Jones website and relevant portals, erecting a board, and carrying out accompanied viewings where appropriate. Advice on refurbishment and guidance on compliance with statutory requirements and lettings consents is also included. Tenant referencing is carried out on all applicants, including credit checks, employment verification, and landlord references, along with any other relevant information to assess affordability. A guarantor may be required depending on the outcome, and the cost of referencing a guarantor is included. Where a permitted occupier is agreed, the necessary documentation will also be prepared. Right to Rent checks are completed for all applicants and adult occupiers at the start of the tenancy, with any follow-up checks carried out where required, including changes in occupancy.</p> <p>This fee also includes a full move-in and move-out inventory, providing a detailed and unbiased record of the property and its contents, forming part of the tenancy agreement. In addition, it includes deposit registration with a government-approved scheme (DPS), along with issuing the Deposit Certificate and Prescribed Information within 30 days.</p>	<p>£650 + VAT</p>
<p>Monthly Management Fee (percentage of the monthly rent) – This is a monthly commission calculated as a percentage of the monthly rent, for collecting and remitting the monthly rent received, deducting commission and other works, and supplying monthly statements and advising all relevant utility providers of changes. Pursuing non-payment of rent when necessary and providing advice on rent arrears actions. Undertaking 6-monthly property inspections. Arranging maintenance and repairs and instructing contractors, the holding of keys during the tenancy and the serving of any required notices.</p>	<p>10% + VAT (discounts for multiple properties available)</p>
<p>Gas Safety Check – The Gas Safety (Installation and Use) Regulations 1998 state that all rented properties with a gas supply must have a valid Gas Safety Certificate at the commencement of and throughout the tenancy and must be tested for gas safety on an annual basis. Alex Jones will instruct a Gas Safe Engineer to do the inspection, arrange access and retain the certificate.</p>	<p>£70 + VAT</p>
<p>Electrical Installation Condition Report (EICR) – Instruct an NICEIC/NAPIT qualified engineer to conduct a basic safety and condition report of the electrical supply, arrange access and retain the report.</p>	<p>£150 + VAT</p>
<p>EPC – Instruct a Domestic Energy Assessor to provide an Energy Performance Certificate, arrange access and retain certificate.</p>	<p>£90 + VAT</p>
<p>Key Cutting Service – This fee covers the cost of keys and the time taken to cut keys or arrange replacement keys, permits, electronic door fobs etc. where not supplied by the landlord.</p>	<p>£15 + VAT per key</p>