

Landlord Fees

HELMORES
SINCE 1699

Option 1 Full Management

Management Fee:

14.4% of rent due monthly (12%+VAT)

Protected Rent Management Fee:

18% (15% +VAT) of rent due monthly

Set-Up Charge:

£540 (£450+VAT) up to a monthly rental of £999 pcm

£780 (£650+VAT) for a monthly rental of £1,000 pcm and over

What's Included:

- ✓ Professional Marketing
- ✓ Advertising on major portals including Rightmove & Zoopla
- ✓ To Let Board
- ✓ Accompanied viewing
- ✓ Full tenant check
- ✓ Professional referencing
- ✓ All the administration and provision of legal documentation
- ✓ Professional Inventory; Schedule of Condition
- ✓ Full Check In procedure incl. reading meters; informing utilities
- ✓ Holding and protection of tenants' deposit
- ✓ Reading of meters at Check In AND Check Out
- ✓ Collection of rent
- ✓ Provision of monthly landlords statements
- ✓ Liaising with utility providers and Council offices
- ✓ Regular property inspections and written reports every 3 months
- ✓ Management of property maintenance and repairs
- ✓ Arrangement of mandatory safety inspections
- ✓ Dealing with any problems arising throughout the tenancy and enquiries
- ✓ Annual Rent Review
- ✓ Rent increase negotiation and notices:
- ✓ Tenancy Deposit Administration Charge
- ✓ Full check-out procedure including deposit return negotiations

Additional Non-Optional Charges for Full Management

Issuing Notices of Seeking Possession:	£216 Inc VAT (£180 +VAT)
Arranging gas safety check:	Contractors cost price
Arranging legionella risk assessment:	Contractors cost price
Arranging Energy Performance Certificate:	£90 (£75+VAT)
Obtaining estimates and supervision of major works:	For works that exceed £1500 excluding VAT, 10% (8.33%+VAT) of the total cost of works
Issuing Rent Increase notice:	£60 (£50+VAT)
To prepare a case for a DPS dispute:	£240 (200+VAT)
To attend court on your behalf where necessary:	Day Rate £144 (£120+VAT)
To attend court alongside you, this is charged per hour:	Hourly Rate £48 (£40+VAT)
Commission should the tenant purchase the property from the Landlord:	2.1% (1.75%+VAT)
Cancellation Fee:	Equivalent to the set-up charge

Additional Optional Charges for for Full Management

Administration of NRL tax returns:	£60 (£50+VAT) per annum
Annual statement for tax return:	£30 (£25+VAT) per statement
Redirection of mail overseas:	£15 (£12.50+VAT) plus cost of postage
Redirection of mail UK:	£15 (£12.50+VAT) plus cost of postage

Option 2 Let Only

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Tenant Find Fee:

65% of monthly rent, subject to a min fee of £660.00 (£550+VAT)

What's Included:

- ✓ Professional Marketing and Advertising on major portals
- ✓ To Let board
- ✓ Accompanied viewings
- ✓ Full tenant check; professional referencing
- ✓ Negotiation, administration and provision of signed Tenancy Agreement
- ✓ Collection of first months' rent and deposit
- ✓ Reading of meters and notice to utility companies
- ✓ Initial landlords statement and invoices

Additional Optional Charges for Let Only

Tenancy Deposit Administration Charge with DPS:	£54 (£45+VAT) plus scheme costs where applicable
Tenancy Renewal Fee:	£90 (£75+VAT)
Inventory, schedule of condition and checkout, 1 bed with report:	Unfurnished £200 (£166.67+VAT)
Inventory, schedule of condition and checkout, 2 bed with report:	Unfurnished £210 (£175+VAT)
Inventory, schedule of condition and checkout, 3 bed with report:	Unfurnished £220 (£183.34+VAT)
Inventory, schedule of condition and checkout, 4 bed with report:	Unfurnished £230 (£191.67+VAT)
Inventory, schedule of condition and checkout, 5 bed with report:	Unfurnished £240 (£200+VAT)
Check out inspection and report:	£108 (£90+VAT)
Issuing Notice of Seeking Possession:	£300 Inc VAT (£250 + VAT)
Administration of NRL tax returns:	£60 per annum (£50+VAT)
Annual statement for tax return:	£45 per statement (£37.50)
Redirection of mail overseas:	£15 plus cost of postage (£12.50)
Arranging gas safety check:	£84 (£70+VAT)
Arranging legionella risk assessment:	£84 (£70+VAT)
Arranging Energy Performance Certificate:	£90 (£75+VAT)
Obtaining estimates and supervision of works:	For works exceeding £1500 excluding VAT, 10% of the total cost of the work
Issuing Rent Increase notice:	£90 inc VAT (£75 +VAT)