

# Landlord

## Lettings price list

country  
properties

LANDLORD FEE(S)	Price Including VAT
<b>Tenancy Set-up fee   Fully Managed &amp; Rent Collection</b> Agree the market rent and find a new (or replacement) tenant in accordance with the landlord terms of business; Advise on refurbishment, provide guidance on compliance with statutory provisions & letting consents, carry out accompanied viewings (as appropriate), Market the property & advertise on relevant portals, Erect board outside property in accordance with Town & Country Planning Act 1990, Advise on non-resident tax status and HMRC (if relevant)	60% of the first month rent
<b>Fully Managed Management Fee</b> Collect & remit the monthly rent received, pursue non-payment of rent & provide advice on rent arrears actions, deduct commission & other works, advise all relevant utility providers of changes, undertake management visits & notify landlord of the outcome, arrange routine repairs & instruct approved contractors, hold keys throughout the tenancy term, make any HMRC deduction & provide tenant with the NRL8 (if relevant).	13.8% pcm
<b>Rent Collection Fee %</b> Collect & remit the monthly rent received, deduct commission & other works, pursue non-payment of rent & provide advice on rent arrears actions, make any HMRC deduction & provide tenant with the NRL8 (if relevant).	10% pcm
<b>Tenancy Set Up Fee   Tenant Find/Let Only</b> Agree the market rent & find a new (or replacement) tenant in accordance with the landlord terms of business; advise on refurbishment, provide guidance on compliance with statutory provisions & letting consents, carry out accompanied viewings (as appropriate), Market the property & advertise on relevant portals, Erect board outside property in accordance with Town & Country Planning Act 1990, Advise on non-resident tax status & HMRC (if relevant). Collect & remit initial months' rent received, agree collection of any shortfall and payment method, provide tenant with method of payment, deduct any pre-tenancy invoices, make any HMRC deduction & provide tenant with the NRL8 (if relevant).	1 months' rent
<b>Deposit Registration Fee, per Annum (Not Available to Let Only Landlords)</b> All Tenants deposits must be registered by law. This fee is for Registering landlord & tenant details & protect the security deposit with a Government-authorised Scheme, provide the tenant(s) with the Deposit Certificate & Prescribed Information within 30 days of start of tenancy	£42.00
<b>Tenancy Agreement/ Let Only</b> Contract negotiation, amending & updating terms & arranging a further tenancy & agreements if both parties agree.	£150.00
<b>Tenancy Agreement Renewal Fee Let Only/ Fully Managed</b>	£150.00
<b>Withdrawal Fee</b> If you instruct us to proceed with a proposed Tenancy and subsequently withdraw your instructions, before the completion of the Tenancy documentation you agree to meet the reasonable costs and expenses incurred by us and pay a contribution towards our advertising costs.	£80.00
<b>Quarterly Submission of Non-Resident to HMRC</b> This fee is charged to remit and balance the financial return to HMRC quarterly and respond to any specific query relating to the return from the landlord or HMRC. An Annual submission is also required.	£36 quarterly
<b>Annual Submission of Non-Resident Landlords to HMRC</b>	£72 annually
Country Properties Flitwick Lettings Office is part of a Client Money Protection Scheme This Lettings Office is part of The Property Ombudsman Redress Scheme	  

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<b>Preparation of Section 13 on a Tenant Find/Let Only</b> <i>This fee is charged for the agent to create and produce the Section 13 Notice on the landlord's behalf</i>	£120.00
<b>Preparation of Section 8 Notice Documentation Pack/Let Only</b> <i>Collation &amp; reproduction of copy documents including tenancy, references, deposit, inventory, contemporaneous system notes etc</i>	£120.00
<b>Court Attendance</b> <i>To attend with and/or represent you in Court – eg; eviction of tenant(s). Expenses would include travel, accommodation and parking where applicable</i>	£120 + expenses
<b>Safety Requirements;</b>	
<b>EPC</b> <i>To arrange access and retain certificate</i>	£90.00
<b>Gas Safety Cert/Check</b> <i>To arrange access and retain certificate</i>	POA
<b>Smoke/Carbon Monoxide alarm installation</b> <i>Arranging the installation of the smoke and carbon monoxide alarms</i>	POA
<b>Smoke/Carbon Monoxide alarm checks/Let Only</b> <i>To check alarms on the first day of the Tenancy</i>	£25.00
<b>Portable Appliance Test (PAT)</b> <i>To arrange access and retain certificate</i>	POA
<b>Legionnaires Risk Assessment</b> <i>To arrange access and retain certificate</i>	£118.50
<b>EICR (electrical installation condition report)</b> <i>To arrange access and retain certificate</i>	POA
<b>Changing light bulbs</b> <i>This fee covers the cost for time taken to arrange for light bulbs to be installed/replaced through no fault of any tenants, where not supplied by landlord or at additional request.</i>	POA plus cost of bulbs
<b>Key cutting</b> <i>This fee covers the costs for time taken to cut keys or arrange replacement keys, permits, electronic door fobs where not supplied by the landlord.</i>	£10.00 plus cost of key
<b>Pre or Post Tenancy Work Arrangement /Let Only</b> <i>Fee for time spent in arranging quotes &amp; organising repairs, prior to the letting of the Premises</i>	£24 per quote
<i>Project Management for Fully Managed Properties (if sole agent)</i>	Free of Charge
<b>Care-Taking Service;</b> <i>Per visit for visiting and checking the Premises during void periods</i>	£36 per service
<i>Administration charge for additional services carried out upon your written request</i>	£36 per service
<b>Per Inventory   Fully Managed and Let Only</b>	
1 bedroom	£110.00
2 bedrooms	£125.00
3 bedrooms	£150.00
4 bedrooms or more	£180.00
<b>Check Out Fee   Fully Managed and Let Only</b>	
1 bedroom	£90.00
2 bedrooms	£105.00
3 bedrooms	£120.00
4 bedrooms or more	£135.00
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