

# Landlord

## Lettings price list

country  
properties

LANDLORD FEE(S)	Price Including VAT
<p><b>Fully Managed Fee</b> Collect &amp; remit the monthly rent received, pursue non-payment of rent &amp; provide advice on rent arrears actions, deduct commission &amp; other works, advise all relevant utility providers of changes, undertake management visits &amp; notify landlord of the outcome, arrange routine repairs &amp; instruct approved contractors, hold keys throughout the tenancy term, make any HMRC deduction &amp; provide tenant with the NRL8 (if relevant).</p>	<p>14.4% of the rent pcm (12% plus Vat)</p>
<p><b>Tenancy Set Up Fee   Tenant Find/Let Only</b> Agree the market rent &amp; find a new (or replacement) tenant in accordance with the landlord terms of business; advise on refurbishment, provide guidance on compliance with statutory provisions &amp; letting consents, carry out accompanied viewings (as appropriate), Market the property &amp; advertise on relevant portals, Erect board outside property in accordance with Town &amp; Country Planning Act 1990, Advise on non-resident tax status &amp; HMRC (if relevant). Collect &amp; 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 &amp; provide tenant with the NRL8 (if relevant).</p>	<p>90% of the 1<sup>st</sup> monthly rental income (75% plus VAT)</p>
<p><b>Deposit Registration Fee, per Annum - Based on a fixed fee</b> All Tenants deposits must be registered by law. This fee is for Registering landlord &amp; tenant details &amp; protect the security deposit with a Government-authorised Scheme, provide the tenant(s) with the Deposit Certificate &amp; Prescribed Information within 30 days of start of tenancy</p>	<p>No charge</p>
<p><b>Tenant Referencing Fee - Based on a fixed fee, per person</b> Referencing (identity, immigration and visa confirmation, financial credit checks, obtaining references from current or previous employers / landlords) &amp; any other relevant information to assess affordability. Chargeable only when not taken as part of our standard or premium managed services.</p>	<p>No charge</p>
<p><b>Renewal Fee Tenant find only</b> Contract negotiation, amending &amp; updating terms &amp; arranging a further tenancy &amp; agreements if both parties agree, draw up new AST agreement.</p>	<p>£200 Based on a fixed fee</p>
<p>The Welwyn Garden City Office is part of a Client Money Protection Scheme CMP008114 This Office is part of The Property Ombudsman Redress Scheme</p>	  <p>The Welwyn Garden City Scheme CMP008114 This Office is part of The</p>

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<i>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.</i>	
<b>Quarterly Submission of Non-Resident to HMRC</b> <i>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.</i>	No charge
<b>Annual Submission of Non-Resident Landlords to HMRC</b> <b>Annual Summary Statement</b> <i>This fee is charged to produce a single summary statement of those monthly statements already sent.</i>	No charge No Charge
<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>	£80 fixed fee
<b>Dispute Fee / Court Attendance</b> <i>In the event that a settlement cannot be made as us acting as Stakeholder. This fee covers compiling the relevant documentation to support the landlord's position. To attend with and / or represent you in Court – eg; eviction of tenant(s). Expenses would include travel, accommodation, and parking where applicable.</i>	£150 + expenses
<b>Safety Requirements;</b>	
<b>EPC</b> <i>To arrange access and retain certificate</i>	£120
<b>Gas Safety Cert/Check</b> <i>To arrange access and retain certificate</i>	£100 inc service £80 no service
<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</b> <i>To check alarms on the first day of the Tenancy</i>	£30
<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>	£30 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 plus cost of key
Photocopies of Inventory/Tenancy Agreement, per document	£18
Letter for mortgage purposes	£18
<b>Work supervision and arrangement fees</b> <i>For cost of repairs &amp; maintenance work for work carried out in excess of £500.00</i>	No charge
<b>Pre or Post Tenancy Work Arrangement</b> <i>Fee for time spent in arranging quotes &amp; organising repairs, prior to the letting of the Premises should a let not proceed, or during vacant periods</i>	No charge
<b>Care-Taking Service;</b> <i>Per visit for visiting and checking the Premises during void periods</i>	£36 per visit
Administration charge for additional services carried out upon your written request	£30 per service
Any commission earned by us when acting on your behalf will be retained by us, typically this will range from nil to 10% of the value of the works completed.	

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**LANDLORD FEE(S)**

**Price Including VAT**

**Per Inventory | Check In | Checkout, when not included as part of normal service**

	Furnished, Inc VAT	Unfurnished, Inc VAT
Studio Inventory	£	£150
1 Bedroom Inventory	£	£150
2 Bedroom Inventory	£	£150
3 Bedroom Inventory	£	£150
4 Bedroom Inventory	£	£180
Studio Check Out	£	£65
1 Bedroom Check Out	£	£65
2 Bedroom Check Out	£	£85
3 Bedroom Check Out	£	£85
4 Bedroom Check Out	£	£120

For properties greater than 4 bedroom, please ask in Branch for more detailed Fees |