

## Schedule of Fees and Commissions

Our schedule of Commissions & Fees associated with the Letting and Management Services.

**\*\**(All prices are inclusive of VAT where applicable)*\*\***

TENANCY RENEWAL FEES	
<b>RENEWAL SET UP &amp; ARRANGEMENT FEE</b> - To include preparation and negotiation of a new fixed term agreement, charged per tenancy.	<b>£360</b>
<b>RENEWAL FEES FOR TENANT INTRODUCTION SERVICES</b> - To include any renewal or extension of tenancy payable in advance of the renewal or upon successful execution of the agreement.	First Renewal: <b>9%</b> Second Renewal: <b>7%</b> Third and any subsequent renewals: <b>5%</b>

TENANCY RELATED DOCUMENTATION	
<b>AST AGREEMENT</b> - To include the preparation and negotiation of terms for an AST agreement, guarantor agreement(s) as well as the cost of Tenant referencing and Right to Rent checks.	<b>£225</b>
<b>NON-AST AGREEMENT</b> - To include the preparation and negotiation of terms for a Non-AST agreement, guarantor agreement(s) as well as the cost of Tenant referencing and Right to Rent checks.	<b>£225</b>
<b>TENANCY ADDENDUM</b> - A change or amendment to any existing AST Agreement or Non-AST agreement.	<b>£120</b>
<b>AGREEMENT OVERVIEW</b> - Should you not wish to use our services to prepare your tenancy agreement, but prefer to instead use your own, where we will manage your property, we reserve the right to check the details of your said agreement to ensure it falls in line with current legislation and to ensure we can satisfactorily manage your property in line with your preferred agreement.	<b>£75</b>

INVENTORY & PROPERTY INSPECTION - All services below are conducted by a third party, specialist inventory provider	
Inventory Charges include preparation, arranging and facilitating the inventory and check in process.	
Studio - 1 bedroom property	<b>£215</b>
2 - 3 bedroom property	<b>£240</b>
4 - 5 bedroom property	<b>£250</b>
Individual Check In or Check Out Inspection	<b>POA</b>
<b>INTERIM PROPERTY INSPECTION</b> - Arranging and conducting a physical property visit followed by a photographic report with recommendations (chargeable per visit).	<b>£96</b>

COMPLIANCE AND SAFETY ASSESSMENTS	
<b>GAS SAFETY CERTIFICATE</b> - An annual assessment of the boiler and gas appliances to ensure safe installation and maintenance of said appliances, flues and pipework.	<b>£95</b>
<b>BOILER SERVICE</b> - Where there is a gas boiler within the property a gas registered contractor will service your boiler which may be required for the validity of a boiler warranty.	<b>£95</b>
<b>ENERGY PERFORMANCE CERTIFICATE (EPC)</b> - A report outlining the energy efficiency of a property which generally lasts ten years and must be provided to us prior to marketing your property.	<b>£126</b>
<b>ELECTRICAL INSTALLATION CONDITION REPORT (EICR)</b> - A coded report (1-5) outlining the condition of the electrical installation ensuring all wiring is safe to use. Any code 1 (C1) remedial works must be rectified prior to a tenancy commencing.	Studio - 3 Bedroom Property: <b>£170</b> 4 - 5 Bedroom Property: <b>£216</b> 6+ Bedroom property: <b>POA</b>
<b>SMOKE / CARBON MONOXIDE ALARM INSTALLATION SERVICE</b>	<b>£66 per alarm</b> (includes supply of alarm)

**PROTECTION & ADMINISTRATION SERVICES**

<b>DEPOSIT PROTECTION</b> – Covering the initial fixed term with our preferred deposit scheme.	<b>£72</b>
<b>DEPOSIT PROTECTION RENEWAL</b> – Covering each renewal term or period of holding over.	<b>£72</b>
<b>DEPOSIT DILAPIDATION SERVICE</b> – Only available where a professional, independent check out report has been carried out. (Free under full management service).	<b>£240</b>
<b>ZERO DEPOSIT GUARANTEE</b> – Administration covering the initial twelve-month Zero Deposit Guarantee (ZDG)	<b>£42</b>
<b>ZERO DEPOSIT GUARANTEE RENEWAL</b> – Administration covering a further twelve-month period Zero Deposit Guarantee (ZDG)	<b>£24</b>

**INCOME TAX AND FINANCES**

<b>NON-RESIDENT LANDLORD SCHEME (NRLS) FEE</b> – Tax administration (for non-UK residents), per annum.	<b>£360</b>
<b>COPY STATEMENTS</b> – Chargeable per copy	<b>£6</b>
<b>INCOME AND EXPENDITURE REPORTS</b> – A report outlining rental income and expenditure for rental accounts chargeable per report. (Subjective to 48 hours notice)	<b>£120</b>

**RENT AND LEGAL PROTECTION - (only available for rent collection or full management services)**

<b>TWELVE MONTH'S PROTECTION</b> – Where the rental amount is less than £2,500 per month	<b>£384</b>
<b>TWELVE MONTH'S PROTECTION</b> – Where the rental amount is more than £2,500 per month	<b>£465</b>
<b>SIX MONTH'S PROTECTION</b> – Where the rental amount is less than £2,500 per month	<b>£320</b>
<b>SIX MONTH'S PROTECTION</b> – Where the rental amount is more than £2,500 per month	<b>£400</b>

**KEYS AND ACCESS**

<b>KEY CUTTING SERVICE</b> – Arranging the cutting of standard keys (does not include the cost of keys)	<b>£24</b>
<b>SPECIALIST KEY CUTTING SERVICE</b> – Arranging cutting or copying or security or special keys / devices (does not include the cost of the key / device and is only available under our full management package)	<b>£60</b>
<b>ACCESS TO PROPERTY</b> – Being present at your property for the purpose of deliveries and contractor access charged per visit)	<b>£60</b>

**STANDARD FEES FOR LETTINGS AND MANAGEMENT SERVICES**

<b>TENANT INTRODUCTION</b> - payable and based on the initial fixed term of the tenancy period. We will deduct our commission from the first month's rent and any outstanding amounts owed thereafter will be invoiced accordingly. Subjective to a minimum fee of £840 inclusive of VAT (£750 + VAT)	<b>10%</b>	<input type="checkbox"/>
<b>TENANT INTRODUCTION &amp; RENT COLLECTION SERVICE</b> - payable monthly and deducted from the monthly rent when received.	<b>14.5%</b>	<input type="checkbox"/>
<b>TENANT INTRODUCTION &amp; FULL MANAGEMENT SERVICE</b> - payable monthly and deducted from the monthly rent	<b>19%</b>	<input type="checkbox"/>

