

FEES TO TENANTS

ADDITIONAL NON-OPTIONAL FEES AND CHARGES (IRRESPECTIVE OF LEVEL OF SERVICE):

- Deposit Registration Fee: £35.00 (No VAT)
- Register landlord and tenant details and protect the security deposit with a government-authorised scheme
 - Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of the start of the tenancy

- Additional property visits: £25.00 (No VAT)
- To attend for specific requests such as neighbour disputes; more visits are required to monitor the tenancy; or any maintenance linked visits

- Arrangement fee for works over £100.00 10% of net costs
- Arranging access and assessing costs with contractor
 - Ensuring work has been carried in accordance with the specification of works
 - Retaining any warranty or guarantee as a result of any works

- Arrangement fee for works over £500.00 15% of net costs
- Arranging access and assessing costs with contractor
 - Ensuring work has been carried in accordance with the specification of works
 - Retaining any warranty or guarantee as a result of any works

- Obtaining more than two contractors quotes £50.00 (inc VAT) per quote

- Rent Review Fee £35.00 (inc VAT)
- Review rent in accordance with current prevailing market condition and advise the landlord
 - Negotiate with tenant
 - Direct tenant to make payment change as appropriate
 - Update the tenancy agreement
 - Serve Section 13 Notice if tenancy is on a rolling monthly basis

- Renewal Fee £50.00 (inc VAT)
- Contract negotiation, amending and updating terms and arranging a further tenancy and agreement

- Checkout Fee (landlords share) £50.00 (inc VAT)
- Agree with tenant check out date and time of appointment
 - Instruct inventory provider to attend
 - Negotiate with landlord and tenant any disbursement of the security deposit
 - Return deposit as agreed with landlord and tenant to relevant parties
 - Remit any disputed amount to Scheme for final adjudication
 - Unprotect security deposit
 - Instruct contractors; obtain quotes; organise repairs/replacement/cost of any broken or missing items

- Court Attendance £45.00 (inc VAT) per hour

IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF STAFF