

## Lettings & Full Management Packages & Charges

### **Tenant Find Service:**

**£449 inc VAT**

- Accompanied viewings
- Negotiation of Tenancy
- Advertised Online on Rightmove, Zoopla, Prime Location and more
- Advertised on Our New Website as of December 2016
- Advertised on the back page of the Local Newspaper
- Full Colour Floorplans
- Promoted in the Window of our Town centre Office
- Continue to Market Until tenant is Found
- Tenant Referencing
- Initial Statement
- Option to Upgrade to Tenant Find & Move-In

### **Tenant Find & Move In:**

**£549 inc VAT**

#### **As above plus:**

- Inventory Preparation
- Tenancy Agreement
- Utility Notification
- Deposit Collection & Submission to TDPS
- 1<sup>st</sup> Month's Rent Collection
- Option to Upgrade to Fully Managed

### **Fully Managed:**

**9% plus VAT (10.8% inc VAT) pcm**

#### **As above plus:**

**Initial Set Up Fee of £299 inc VAT**

- Monthly rent collection
- Quarterly Inspections
- Dealing With Maintenance Issues (Including Out of Hours & Emergencies)
- Annual Rental Statements
- Reduced 'Re-let' Fee for Subsequent tenancies of £180 inc VAT

**N.B. Multi agency Set up Fee is as above plus £150 payable up front**

Tenancy Renewal fee	<b>£60.00</b>		
Subsequent Tenancy Setup fee (for managed properties only)	<b>£180.00</b>		
Professional Unfurnished Inventory	<b>Free (extra charge for fully furnished)</b>		
Overseas Landlord Tax Deduction Admin Fee	<b>£15.00 per month</b>		
Landlords Gas Safety Certificate <sup>1</sup>	Each	Gas Safety & Boiler Service <b>£119.00</b>	All 3
Boiler Service	<b>£79.00</b>		<b>£169.00</b>
Legionnaires Disease Risk Assessment <sup>2</sup>		Gas Safety & Legionnaires <b>£139.00</b>	(save £68)
Energy Performance Certificate <sup>3</sup>	<b>£100.00</b> (Direct to supplier) No vat		
Supply & Fit Battery Carbon Monoxide Detector <sup>4</sup>	<b>£40.00</b>		
Supply & Fit Battery Smoke Alarm <sup>4</sup>	<b>£30.00</b>		
Using Landlords own AST/Prescribed Info (Move-in or Managed properties only)	<b>£60.00</b>		
Rent Protection & Legal Expenses Service (No Excess)	<b>£180.00 per annum</b>		
Legal Expenses Service (No Excess)	<b>£60 per annum</b>		

Please let us know if you require any further information on any of the options above. We would be happy to provide you with a landlord guide detailing all of the most recent legislation and safety guidelines and can provide you with full details of our rent protection & legal expenses service.

\*1 This must be done prior to tenancy commencement and renewed on an annual basis

\*2 This must be done prior to tenancy commencement and must be done on a bi-annual basis

\*3 This must be done prior to commencing marketing and lasts for 10 years.

\*4 These must be in place prior to tenants moving in and checked on an annual basis.

All fees are inclusive of VAT @ 20% unless otherwise indicated