

Fees to: Landlords

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

Deposit Registration Fee:	£0 (inc VAT)
<ul style="list-style-type: none"> • 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 start of tenancy 	
Additional property visits:	£54.00 (inc VAT)
<ul style="list-style-type: none"> • To attend for specific requests such as neighbour disputes; more visits are required to monitor the tenancy; or any maintenance-linked visit 	
Submission of non-resident landlords receipts to HMRC	£0.00 (inc VAT) quarterly
<ul style="list-style-type: none"> • 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 	
Arrangement Fee for works over £500.00:	5% of net cost
<ul style="list-style-type: none"> • Arranging access and assessing costs with contractor; • Ensuring work has been carried out in accordance with the specification of works • Retaining any warranty or guarantee as a result of any works 	
Arrangement fee for refurbishments over £500.00	5% of net cost
<ul style="list-style-type: none"> • Arranging access and assessing costs with contractor; • Ensuring work has been carried out in accordance with the specification of works • Retaining any warranty or guarantee as a result of any works 	
Obtaining more than two contractors quotes	£0 (inc VAT) per quote
Rent Review Fee	£60.00 (inc VAT)
<ul style="list-style-type: none"> • 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 (landlords share)	£0.00 (inc VAT)
<ul style="list-style-type: none"> • Contract negotiation, amending and updating terms and arranging a further tenancy and agreement 	
Checkout Fee (landlords share)	£0.00 (inc VAT)
<ul style="list-style-type: none"> • Agree with tenant check out date and time 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	£54.00 (inc VAT) per hour

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

Independent redress provided by: TPOs

Client Money Protection provided by: ARLA

