

Landlord Scale of Charges

1) Let Only Service	60% to 120% of one calendar months' rent inclusive of VAT. Subject to a minimum fee of £660.00 inclusive of VAT.
2) Letting and Rent Collection Service	Let Only fee as above plus 11% (inclusive of VAT) of the rent received, deducted by the Agent.
3) Full Management Service	Let Only fee as above plus between 12% and 15% (inclusive of VAT) of the rent received, deducted by the Agent.

Licensed HMO properties will be charged for Let Only fee as above plus 18% (inclusive of VAT) of the rent received, deducted by the Agent.

The fees specified for the above services are payable when any individual or organisation enters into an agreement to rent a property using an Assured Shorthold Tenancy as a result of our promotion, introduction, or viewing. For all services, reduced rates will apply for tenancy renewals. For our Full Management service, reduced rates will apply for subsequent re-lets.

Contractual tenancies

For Contractual agreements only, an administration charge of 60% of one month's rent (including VAT) will be charged. The Tenant Fees Act 2019 only applies to Assured Shorthold tenancies.

Additional Charges

Tenant/ Guarantor credit check	Free of charge (RRP £15 per credit check)
Tenant/ Guarantor comprehensive reference	£30.00 (inclusive of VAT)
Company reference	£50.00 (inclusive of VAT)
Deposit lodged with Custodial DPS and prescribed information issued	Free of charge
Prescribed Information issued for other schemes	Free of charge Landlord required to supply certificate and supporting scheme documentation
Right to Rent checks	Free of charge The Agent cannot be held liable if checks are not carried out should the Landlord release keys themselves

Inventory service	Individual quotes based on specification i.e. number of beds/ baths through an Independent supplier
Duplicate statements	Free of charge
Professional hourly rate	£60.00 (inclusive of VAT) Charged by the Agent when required to carry out any additional work
Key release for check in	Free of charge From one of our offices. The Agent will not meet tenants at the property
Move in pack, which may include serving inventory and gas safety record	Free of charge Issued to the first person to collect keys from our office. For Let Only service, the Landlord must supply all documents to the Agent.
Void property inspections (if required)	Included in management service. Please refer to our Terms of Business
Tenancy renewal fee	60% of one month's rent (inclusive of VAT) If the monthly rental is £600.00 you will pay a fee of £360.00 (inclusive of VAT)
Major works fee	12% of monthly rent (inclusive of VAT) i.e. If the works costs £500.00 you will pay a fee of £72.00 inclusive of VAT

Where the Landlord cancels the Agent's instruction to provide a management service, the Agent reserves the right to charge the Landlord for reasonable costs for the remaining period.

Where the Landlord cancels a let where the Agent has conducted tenancy related paperwork, the Agent reserves the right to charge the Landlord for reasonable costs.

VAT is payable at the prevailing rate on all our fees. In accordance with consumer legislation it is quoted as included in the prices stated above.

Redress Scheme

Letting Agents are required to be a member of a redress scheme. We belong to the following property redress scheme The Property Redress Scheme and you can seek redress by writing to the scheme at:

Address: The Property Redress Scheme, Premiere House, 1st Floor Elstree Way, Borehamwood, Hertfordshire WD6 1JH. **Website: www.theprs.co.uk**