

## Fees

### Landlords

- Fee for a let only service - 6% - 9.6% including VAT
- Fee for a full management service - 11% - 16.5% including VAT
- Fee for selling the property – 1.2% - 2.4% including VAT

### Tenants

#### For Assured Shorthold Tenancies commencing before 01<sup>st</sup> June 2019:

##### The following fees may apply during the course of the tenancy:

- A fee of £25.00 if a cheque that is paid into our account is returned unpaid or a standing order is returned unpaid
- For any e-mail concerning any Breach of the Tenancy (including rent arrears) the tenant shall pay the fixed fee of £12.00 per e-mail
- For a letter concerning any Breach of the Tenancy (including rent arrears) the Tenant shall pay the fixed fee of £20.00 per letter
- For a Notice under Section 8 of the Housing Act (for Breach of the Tenancy) the Tenant shall pay the fixed fee of £35.00
- Where the Tenant/s fails to respond to the above, and as a consequence, a visit by the Landlord or their agent becomes necessary, the Tenant/s agrees to pay the fixed fee of £60.00
- A fee of £20.00 for each copy of a tenancy agreement, whether an electronic or hard copy version, due to the tenant/s losing/misplacing the copy provided to them
- A fee of £50.00 if a booked appointment with the Agency or their sub contractors is either missed or is cancelled without giving a minimum of 24 hours notice
- A fee of £50.00 should a contractor attend a property for a maintenance issue and it is discovered that the issue is due to a meter or supplier issue or that the tenant/s have turned off the appliance
- A fee of £30.00 per letter for a landlord reference after the tenant/s have vacated a property
- Interest at the rate of 10% above base rate per annum on any rent in arrears for more than fourteen days calculated from the date upon which such rent was due to the date upon which it is paid
- In the event of a change of tenant/s during the course of the tenancy, each incoming tenant/s will be liable to pay £130.00 to cover the cost of tenant checks, credit references and any assignment documentation required
- A fee of £30.00 per letter requested by the tenant for non-landlord reference purpose
- In the event the tenant/s terminate the tenancy early, where a break clause is not being operated, the tenant/s will be liable to pay rental until the end of the term of the contract. The tenant/s will also be liable to pay compensation to the Landlord pro-rata of the let fee that is paid. The re-let fee will be determined by the market conditions at the time.

##### The following fees may apply at the end of the tenancy:

- Where a professional inventory is provided by the landlord the tenant will be liable for the costs associated with a professional check out at the end of the tenancy. The costs of this depends on the size of the property and are as follows:

Studio -	£130.00 - £138.00
One Bedroom -	£150.00 - £156.00
Two Bedroom -	£160.00 - £168.00
Three Bedroom -	£180.00 - £186.00
Four Bedroom -	£198.00 - £205.00

#### For Assured Shorthold Tenancies commencing after 01<sup>st</sup> June 2019:

##### The following fees will apply to tenants prior to starting the tenancy:

- One weeks holding deposit to secure the property
- One month's rental in advance and five weeks deposit. The holding deposit will be deducted from these funds

##### The following fees may apply during the course of the tenancy:

- Interest at the rate of 3% above base rate per annum on any rent in arrears for more than fourteen days calculated from the date upon which such rent was due to the date upon which it is paid
- A fee of £20.00 as charged by NatWest bank for any cheques that are paid into our account that have been returned as unpaid
- A fee of £6.00 for each copy of a tenancy agreement, whether an electronic or hard copy version, due to the tenant/s losing/misplacing the copy provided to them
- In the event the tenant/s terminate the tenancy early, where a break clause is not being operated, the tenant/s will be liable to pay compensation to the landlord of the let fee that is paid in the sum of £300.00 and rental until the end of the term of the contract, until the end of the correct notice period or until a new tenant has been found by the landlord or their agent
- In the event of a change of tenant/s during the course of the tenancy, a fee of £50.00 per change will be charged to the incoming tenant/s to cover the cost of tenant checks, credit references and any assignment documentation required
- Should a contractor attend a property for a reported defect that is due to the tenant failing to carry out their obligations, the tenants misuse or negligence, the tenant will be forwarded a copy of the contractor's invoice for payment
- Should the tenant/s lose their key or fob, a fee will be payable for the replacement of the key or fob