



## Landlord Fees

<b>Tenant Find</b>	Maximum 120% including VAT of the first months rental income (maximum of 100% + VAT)
<b>Tenant Find Plus</b>	Maximum 120% including VAT of the first months rental income (maximum of 100% + VAT) plus 3.6% including VAT (3% + VAT) of the monthly rental income thereafter
<b>All Inclusive Fully Managed Fee (No Set Up Fees)</b>	Maximum of 18% including VAT of the monthly rental income (maximum of 15% + VAT)
<b>All Inclusive Fully Managed Plus (No Set Up Fees)</b>	Monthly fee of £25 inclusive VAT (up to £1000 pcm) or £30 inclusive VAT (rents above £1000 pcm). This fee is payable in addition to the Fully Managed Service fee specified above.
<b>Undertaking comprehensive, independent referencing of all potential tenants (Enhanced referencing for Fully Managed + Service)</b>	Included at no extra cost
<b>Drafting of ARLA approved tenancy agreement</b>	Included at no extra cost
<b>Comprehensive inventory prepared by an independent inventory clerk</b>	Included at no extra cost
<b>Collecting and registering the Damage Deposit with the DPS or TDS</b>	Included at no extra cost
<b>Arranging pre-tenancy works (cleaning, gas safety certificates and energy performance certificates)</b>	Included at no extra cost
<b>Notifying utility companies and the Council of any change of tenants</b>	Included at no extra cost
<b>Legal advice helpline provided by a local solicitor</b>	Included at no extra cost
<b>Detailed End of tenancy inspection report</b>	Included at no extra cost
<b>Negotiating with the tenants regarding the return of the Damage Deposit &amp; Processing deposit disputes</b>	Included at no extra cost for Fully Managed services. <b>£100 Charged to Tenant Find services for any disputed issues.</b>
<b>Serving of Possession (Section 21) and Rental Increase Notices</b>	Included in both the Fully Managed Services. <b>Charged at a cost of £50.00 for Tenant Find Services.</b>
<b>Having a dedicated Property Manager and Maintenance Manager</b>	Included in both the Fully Managed Services
<b>Providing tenants with a help line outside of office hours*</b>	Included in the Fully Managed Service fee
<b>Producing an annual tax statement of income and expenditure*</b>	Included in both Fully Managed Services
<b>Collecting rent and promptly transferring it by BACS upon receipt*</b>	Included in both Fully Managed Services and Tenant Find + Service
<b>Having a dedicated accounts person to chase arrears*</b>	Included in both the Fully Managed Services
<b>Conducting Management Inspections*</b>	Included in both the Fully Managed Services

## Other Potential Fees

<b>EPC – Energy Performance Certificate</b>	£96 including VAT (£80 + VAT)
<b>Gas Safety inspection</b>	£78 including VAT (£65 plus VAT)
<b>Legionnaires Inspection</b>	£78 including VAT (£65 plus VAT)
<b>Project management of refurbishment works over £1500</b>	10% including VAT (8.33% plus VAT) Only applicable if Bassets are not instructed to re-let