



“All Inclusive”

‘Fully Managed’ & ‘Fully Managed Plus’ Fee Guide

Please enquire about Multi-Property discounts

Rental Amount pcm	Up to £675	£676 - £800	£801 - £1200	£1,200+
Maximum Full Management Fee (including VAT)	18% (15% + VAT)	16.8% (14% + VAT)	15.6% (13% + VAT)	14.4% (12% + VAT)
‘Fully Managed Plus’ Fee (Including VAT) Payable in addition to the Fully Managed Service fees	£25	£25	£30	£30

Included Services

Undertaking comprehensive, independent referencing of all potential tenants (Enhanced referencing for Fully Managed Plus Service)	Included at no extra cost
Drafting of comprehensive tenancy agreement	Included at no extra cost
Comprehensive inventory prepared by an independent inventory clerk	Included at no extra cost
Collecting and registering the Damage Deposit with the DPS or TDS	Included at no extra cost
Arranging pre-tenancy works (cleaning, gas safety certificates and energy performance certificates)	Included at no extra cost
Notifying utility companies & Council at start & end of tenancy	Included at no extra cost
ARLA approved legal advice helpline available	Included at no extra cost
Serving of Possession (Section 21) and Rental Increase Notices	Included at no extra cost
Complying with NRL & HMRC requirements	Included at no extra cost
Dedicated Property Manager and Maintenance Manager	Included at no extra cost
Providing tenants with an ‘out of hours’ help line	Included at no extra cost
Producing an annual tax statement of income and expenditure	Included at no extra cost
Collecting rent and promptly transferring it by BACS upon receipt	Included at no extra cost
Dedicated accounts person to chase & manage arrears	Included at no extra cost
Conducting Management Inspections and reporting back	Included at no extra cost
Detailed End of tenancy inspection	Included at no extra cost
Negotiating with the tenants regarding the return of the Damage Deposit & processing deposit disputes	Included at no extra cost
Attending Court	Included at no extra cost

Other Potential Fees

EPC – Energy Performance Certificate	£96 including VAT
Gas Safety inspection	£78 including VAT
Legionnaires Inspection	£99 including VAT
Withdrawal Fee (Pre Tenancy)	£200 including VAT
Withdrawal Fee (During Tenancy) (includes the transfer of any Damage Deposit)	£300 including VAT
Project management of refurbishment works over £1,500	10% including VAT Only payable if Bassets does not re-let the property



'Tenant Find' & 'Tenant Find Plus' Fee Guide

Please enquire about Multi-Property discounts

Rental Amount pcm	£0 - £800	£801 - £1,200	£1,200+
Maximum Tenant Find Fee* (including VAT) *Of the first month's rental income	120% (100% + VAT)	110% (91.66% + VAT)	100% (83.33% + VAT)
'Tenant Find Plus' Fee	Tenant Find fees shown above plus 3.6% including VAT (3% + VAT) of the monthly rental income thereafter.		

Included Services & Additional Fees

Undertaking comprehensive, independent referencing of all potential tenants (Enhanced referencing for Fully Managed Plus Service)	Included at no extra cost
Drafting of comprehensive tenancy agreement	Included at no extra cost
Comprehensive inventory prepared by an independent inventory clerk <i>*Price depends on number of bedrooms, if furnished or unfurnished, or as otherwise stated in advance</i>	Priced from £75 - £200 inc VAT *
Collecting and registering the Damage Deposit with the DPS or TDS	Included at no extra cost
Arranging pre-tenancy works (cleaning, gas safety certificates and energy performance certificates)	Included at no extra cost
Serving of Possession (Section 21) and Rental Increase Notices	£50.00 per notice inc VAT
Change of Tenancy Agreement (During Tenancy)	£50.00 per change inc VAT
Complying with NRL & HMRC requirements	Included at no extra cost
Dedicated Property Manager and Maintenance Manager	N/A
ARLA approved legal advice helpline available	N/A
Producing an annual tax statement of income and expenditure	Included at no extra cost
Collecting rent and promptly transferring it by BACS upon receipt	Included (Tenant Find Plus Service only)
Dedicated accounts person to chase/manage arrears	Included (Tenant Find Plus Service only)
Conducting Management Inspections and reporting back	£60.00 per visit inc VAT
Detailed End of tenancy inspection	Included at no extra cost
Negotiating with tenants the return of the Damage Deposit & arranging for it to be refunded	Included at no extra cost
Processing deposit disputes with DPS or TDS	£100.00 per dispute inc VAT
Notifying utility companies/Council at change of tenancy	Included at no extra cost

Other Potential Fees

EPC – Energy Performance Certificate	£96 including VAT
Gas Safety inspection	£78 including VAT
Legionnaires Inspection	£99 including VAT
Withdrawal Fee (Pre Tenancy)	£200 including VAT
Withdrawal Fee (During Tenancy) (includes the transfer of any Damage Deposit)	£300 including VAT
Project management of refurbishment works over £1,500	10% including VAT Only payable if Bassets does not re-let the property
Attending Court	£36 per hour including VAT