

LANDLORD FEES SCHEDULE



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LEVELS OF SERVICE OFFERED:

	Let Only: 60% of first months rent taken in advance (inc. VAT)	Rent collection: 10% of rent taken monthly (inc. VAT)	Fully managed: 14.4% of rent taken monthly (inc. VAT)
Agree the rental value	✓	✓	✓
Provide guidance on compliance with statutory provisions and letting consents	✓	✓	✓
Advise on refurbishment requirements	✓	✓	✓
Erect board outside property in accordance with Town and Country Planning Act 1990 (where possible)	✓	✓	✓
Market the property and advertise on relevant portals	✓	✓	✓
Carry out accompanied viewings (as appropriate)	✓	✓	✓
Find tenants	✓	✓	✓
Advise on non-resident tax status and HMRC (if relevant)	✓	✓	✓
Collect and remit initial months' rent	✓	✓	✓
Provide tenants with method of payment	✓	✓	✓
Deduct any pre-tenancy invoices	✓	✓	✓
Make any HMRC deduction and provide tenant with the NRL8 (if relevant)		✓	✓
Agree collection of any shortfall and payment method		✓	✓
Advise all relevant utility providers of any changes		✓	✓
Demand, collect and remit the monthly rent		✓	✓
Arrangement payments for statutory requirements		✓	✓
Pursue non-payment of rent and provide advice on rent arrears actions		✓	✓
Undertake two routine visits per annum and notify the outcome to the landlord		✓	✓
Arrange routine repairs and instruct approved contractors (providing three quotes)			✓
Hold keys throughout the tenancy term			✓
Security Deposit dilapidation negotiations			✓

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ADDITIONAL NON-OPTIONAL FEES AND CHARGES

PRE-TENANCY FEES (ALL SERVICE LEVELS)

Arranging and facilitating statutory compliance (this is in addition to the costs of the item itself) if not provided on instruction or undertaken by the landlord:

- Energy Performance Certificate (EPC) £60.00 (inc. VAT) per tenancy
- Gas Safety Certificate (GSR) £78.00 (inc. VAT) per tenancy
- Electrical Installation Condition Report (EICR) £186.00 (inc. VAT) per tenancy
- Portable Appliance Testing (PAT) £TBC (inc. VAT) per tenancy
- Legionella Risk Assessment £72.00 (inc. VAT) per tenancy
- Installing Smoke alarms and Carbon Monoxide £66 (inc. VAT) per tenancy
- Testing Smoke alarms and Carbon Monoxide detectors on the first day of the tenancy £30.00 (inc. VAT) per tenancy

START OF TENANCY FEES

Set-up Fees: £360 (inc. VAT) per tenancy. Referencing for up to two tenants (ID checks, Right-to-Rent check, financial credit checks, obtaining references from current or previous employers / landlords and any other relevant information to assess affordability) as well as contract negotiation (amending and agreeing terms) and arranging the signing of the tenancy agreement.

Guarantor Fees: £0 (inc. VAT) per guarantor.

Covering credit referencing and preparing a Deed of Guarantee (or as part of the Tenancy Agreement).

Rent Protection & Legal Expenses: £36.00 (inc. VAT) per month. Rent Collection & Fully Managed Service Only.

Deposit Registration Fees (where collected): £60 (inc. VAT) per tenancy. 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 the tenancy start date.

Inventory Fees: £120.00-£225.00 (inc. VAT) Dependant on the number of bedrooms and/or size of the property.



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Accompanied Check-in Fees: £90.00-£125.00 (inc. VAT) per tenancy. Dependant on the number of bedrooms and/or size of the property. Attending the property to welcome the tenant(s), confirm the Inventory and Schedule of Condition, explain the operation of appliances, highlight the location of utility meters, stop-cocks etc. and test that all smoke alarms and carbon monoxide detectors are present and in working order. This is subject to an approved Inventory as above.

END OF TENANCY FEES

Check-out Fees: £TBC (inc. VAT) per tenancy. Dependant on the number of bedrooms and/or size of the property. Attending the property to undertake an updated Schedule of Condition based on the original inventory and negotiating the repayment of the security deposit.

Fees for the service of Legal Notices (Section 8 or Section 21): £84.00 (inc. VAT) per Notice.

Service of a Section 13 Notice for Rental Increase £60.00 (inc. VAT) per Notice.

Please ask a member of staff if you have any questions about our fees.

CLIENT MONEY PROTECTION: **propertymark**

www.propertymark.co.uk

INDEPENDENT REDRESS:

www.tpos.co.uk

