

Lettings & Management Business Agreement



FEE STRUCTURE (ALL PRICES ARE INCLUSIVE OF VAT)

1. THE FULLY MANAGED SERVICE

Our fee for this service is 15% + VAT (18% inclusive of VAT) of the total amount of rental due under the Tenancy.

The Let Fee £595.00 + VAT (£714 (inclusive of VAT))

2. THE RENT PROCESSING SERVICE

Our fee for this service Rent Collection 10 % + VAT (12% inclusive of VAT) of the total amount of rental due under the Tenancy.

The Let Fee £595.00 + VAT (£714 (inclusive of VAT))

3. TENANT FIND SERVICE (LET ONLY)

The Tenant Find Fee is 10% + VAT (12% inclusive of VAT) of what would be 12 month's rent, subject to a minimum of £1,194.00 (inclusive of VAT)

ADDITIONAL SERVICES AND ASSOCIATED FEES (ALL PRICES ARE INCLUSIVE OF VAT)

Inventory/Schedule of Condition

The cost of the inventory/schedule of condition is variable depending on the type and size of the property.

1-3 Bedroom	£171.00
4 Bedroom	£197.00
5 Bedroom	£233.00

Check-out Report	£171.00
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Court Fees and Legal Costs

Based on a reduced hourly rate per full or part thereof for attendance as required

£240.00 for first hour, £120.00 per subsequent hour

Other Fees

Copies of Statements - 12 month period - subject to minimum 6 month charge	£6.00 per month
Annual Income and Expenditure report	£72.00
Tax -Non-Exempted (Non- Resident) Landlords	
A charge per quarter/per property for submission of quarterly/annual returns/final certificate	£60.00
Each requested additional inspection carries a fee of per visit	£72.00
Serving Section 8 Notice	£240.00

Serving Section 13 Notice	£180.00
Providing Case File for Court Preparation	£240.00
Bank transaction fee	£3.00

Tenancy Documents

Statement of Terms	£150.00
Addendum Documentation	£150.00

Empty Properties/Void Periods

Charges vary dependent on the number of visits required and location of Property.	£72.00
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Compliance

Deposit Protection TDS - Administration Fee	£48.00
Deposit Protection (insurance backed) – Administration Fee month	£4.95/
Deposit Protection Dispute Fee	£60.00
Anti Money Laundering Check (AML)	£30.00 pp
Tenancy Rent Review Fee including Section 13	£180.00
EPC (Energy Performance Certificate)	£99.00
Gas Safety Certificate	£89.00
Gas Safety Certificate Including Boiler Service	£175.00
Annual AML check (after initial)	£18.00 pp
EICR (Electrical Installation Condition Report)	
EICR 1 Bedroom	£173.00
EICR 2 Bedroom	£197.00
EICR 3 Bedroom	£223.00
EICR 4 Bedroom	£247.00
Selective Landlord Licence Application Administration Fee	£122.00

Insurance

Insurance Claim (percentage of overall claim)	10%
Rent Guarantee Policy (starting from per month)	£19.00

Repairs and Maintenance

Arrangement fee	10%*
*(of all invoices/works arranged by BSRE)	