



Landlord Guide – Renting Your Property

Below is a guide to our charges.

As an Independent Estate Agent, we can tailor our services to suit you, our Landlord. Therefore these charges are intended as a guide for you and we would advise that you contact your local branch to enquire about any promotional and seasonal offers as well as our portfolio management discounts.

Landlord Fees:

- Fully Managed – 15% + VAT (18%)
- Rent Collection – 13% + VAT (15.6%)
- Introduction Tenancies – One month's rent Inc. VAT

Upfront Costs:

All charges are inclusive of vat.

- Set Up Charge for Fully Managed and Rent Collection Service - £360.00
- Deposit Registration Fee (to protect administer and protect the deposit with the TDS) - £60.00

Deposit Related Costs:

All charges are inclusive of vat.

- Administration Charge for deposit disputes on Fully Managed and Rent Collection Tenancies - £50.00
- Administration Charge for deposit disputes on Tenant Find Tenancies - £240.00

Renewal Related Costs:

All charges are inclusive of vat.

- Landlords contribution towards preparation and administration of fixed term tenancy renewals of 6 months - £102.00
- Landlords contribution towards preparation and administration of fixed term tenancy renewals of 12 months - £120.00
- Administration charge for deposit re-registration with the TDS on a Statutory Periodic Tenancy Renewal - £30.00

General Costs:

All charges are inclusive of vat.

- Service of Section 21 Notice (to end a tenancy) on a Fully Managed or Rent Collection Tenancy – **Free of charge**
- Service of Section 21 Notice (to end a tenancy) on an Introduction Tenancy – £180.00
- Service of Section 13 Notice (to increase rent) on a Fully Managed or Rent Collection Tenancy – **Free of charge**
- Service of Section 13 Notice (to increase rent) on an Introduction Tenancy - £100.00
- Copy Statements – **Free of charge**
- Annual Tax Statements - £60.00
- Trace Service of Absconded Tenants - £90.00
- Preparation of Court Paperwork and Court Attendance - £360.00