

LANDLORD FEES SCHEDULE

www.securelets.co.uk

LEVELS OF SERVICE OFFERED:

	Tenant Find: 90%* (inc. VAT)	Rent collection: 60%* & 7% of rent (inc. VAT)	Fully managed: 60% * & 12% of rent (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	✓	✓	✓
Secure deposit with Deposit Protection Service		✓	✓
Advise all relevant utility providers of any changes	✓	✓	✓
Demand, collect and remit the monthly rent		✓	✓
Pursue non-payment of rent and provide advice on rent arrears actions		✓	✓
Undertake periodic routine visits per annum and provide landlord with photographic report			✓
Arrange routine repairs and instruct approved contractors			✓
Hold keys throughout the tenancy term (where provided by landlord)			✓
Security Deposit dilapidation negotiations			✓

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ADDITIONAL NON-OPTIONAL FEES AND CHARGES

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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) £50.00 (inc. VAT) per tenancy
- Gas Safety Certificate (CP 12) £60.00 (inc. VAT)
- Electrical Installation Condition Report (EICR) from £150.00 (inc. VAT)
- Portable Appliance Testing (PAT) £15.00 (inc. VAT) per appliance
- Legionella Risk Assessment £90.00 (inc. VAT)
- Testing Smoke alarms and Carbon Monoxide detectors on the first day of the tenancy £30.00 (inc. VAT) included in full managed service.

START OF TENANCY FEES

Inventory Fees: £100.00 (inc. VAT). Third party inventory and schedule of condition carried out pre tenancy start.

RENT & LEGAL PROTECTION: quotes available

Unlimited rental payments until vacant possession of your property is obtained & legal costs up to the value of £75,000, if your tenant defaults on the rent. (Availability is subject to satisfactory tenant referencing)

DURING TENANCY FEES

Additional Property Visits: £30.00 (inc. VAT) per visit. Should the landlord request property visits in addition to those within their existing Terms of Business, this covers the costs of attending the property.

Rent Review Fees: £60.00 (inc. VAT) per tenancy. Review rent in accordance with current prevailing market conditions and advise the landlord, negotiate with the tenant(s), direct tenant(s) to make payment change as appropriate, update the tenancy agreement and serve a Section 13 Notice if the tenancy is on a periodic basis.

Renewal Fees: £60.00 (inc. VAT) per tenancy.

Contract negotiation, amending and updating terms and arranging for the signing of a further tenancy agreement.

Arrangement Fees for works over £500: 10% of net cost (inc. VAT). Arranging access and assessing the costs with any contractors, ensuring work has been carried out in accordance with the Specification of Works and retaining any resulting warranty or guarantee. Fully Managed service only.

END OF TENANCY FEES

Check-out Fees: £60.00 (inc. VAT) per tenancy.

Attending the property to undertake an updated Schedule of Condition based on the original inventory and negotiating the repayment of the security deposit.

Court Attendance Fees: £60.00 (inc. VAT) per hour.

*Finders fees are subject to a minimum fee as follows:

Let only finders fee: £600.00 (inc. VAT)

Rent collect finders fee: £360 (inc. VAT)

Fully managed finders fee: £360 (inc. VAT)

If you any questions on our fees, please ask a member of staff.

CLIENT MONEY PROTECTION: **propertymark**
www.propertymark.co.uk

INDEPENDENT REDRESS: **The Property Ombudsman**
www.tpos/theprs.co.uk

