



# Lettings Services

## Landlord Fees

<b>Description</b>	<b>Fee (all stated are inclusive of VAT)</b>
Tenancy set up (full management – first months rent only)	90% of monthly rent
Full management (each month thereafter)	12% of monthly rent
Tenancy set up (tenant find only)	100% of first months rent
Instruction of another agent during sole agency period / tenant find by landlord – administration fee	£120
Paper copies of statements of account	1.2% of monthly rent
Attendance at Court/Tribunal	£75 per court appointment
Service of section 21 notice	Included in management fee
Service of section 8 notice	£25 per tenant, £10 for each additional tenant
Wait at property for contractor	£60 per hour/part thereof

## Tenant Fees

<b>Description</b>	<b>Fee (all stated are inclusive of VAT)</b>
Tenancy set up / Application Fee – Administration Fee	£199 per property (subject to negotiation)
Guarantor	£20 per guarantor
Late payment fee	£30 per instance
Failed inspection fee	£30 per instance
Tenancy renewal fee	£25 every six months
Pet deposit	£0-£100 per pet (subject to animal)
Alteration of tenancy dates – Administration fee	£15
Future Landlord Reference	£20 per letter