

# FEES TO: LANDLORDS

## LEVEL OF SERVICE OFFERED:

### FIND A TENANT:

**Up to three bedrooms: £594 (inc VAT)**

**Four bedrooms and above: £714 (inc VAT)**

Set up charge to include advertising the property, carrying out viewings, credit checking the successful applicant, preparing the legal paperwork.

#### INCLUDES:

- Collect and remit initial months' rent received
- Agree collection of any shortfall and payment method
- Provide tenant with method of payment
- Deduct any pre-tenancy invoices

#### Additional costs (prices include VAT):

- |  |                                 |
|--|---------------------------------|
| • Inventory preparation  | From £138                       |
| • Energy Performance Certificate                                   | £102                            |
| • Gas appliance inspection, service and certification              | From £108                       |
| • Check out administration   | £180                            |
| • Deposit dispute procedure  | £48 per hour                    |
| • Duplication and testing of extra keys                            | £18 per key                     |
| • Inspection fee   | £114                            |
| • Section 21 Notice  | £114                            |
| • Rent increase documentation                                      | £90                             |
| • Tenancy renewal  | £114                            |
| • Tenancy paperwork (where GD Estates have not sourced the tenant) | £180                            |
| • Non-resident landlord administration                             | £12 per year                    |
| • Holiday cover for landlords                                      | £120 upfront fee + £42 per hour |
| • Maintenance job instruction                                      | £42                             |

### FULLY MANAGED: 10.8% of rent (inc VAT) per calendar month

**Set up fee: Up to three bedrooms: £480 (inc VAT)**

**Four bedrooms and above: £540 (inc VAT)**

Set up charge to include advertising the property, carrying out viewings, credit checking the successful applicant, preparing the legal paperwork, including inventory

#### INCLUDES:

- Collect and remit the monthly rent received
- Pursue non-payment of rent and provide advice on rent arrears actions
- Deduct commission and other works
- Advise all relevant utility providers of changes
- Undertake inspection visits and notify landlord of the outcome
- Arrange routine repairs and instruct approved contractors (providing two quotes)
- Hold keys throughout the tenancy term



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## Additional costs (prices include VAT):

• Energy Performance Certificate	£102
• Gas appliance inspection, service and certification	From £108
• Check out administration	£120
• Deposit dispute procedure	£30 per hour
• Duplication and testing of extra keys	£18
• Non-resident landlord administration	£12 per year
• Annual rental income statement	£18

## RENT COLLECTION: 7.2% of monthly rent payment (inc VAT) per calendar month

Set up fee: Up to three bedrooms: £480 (inc VAT)

Four bedrooms and above: £540 (inc VAT)

Set up charge to include advertising the property, carrying out viewings, credit checking the successful applicant, preparing the legal paperwork

### INCLUDES:

- Collect and remit the monthly rent received
- Deduct commission and other works
- Pursue non-payment of rent and provide advice on rent arrears actions
- Inspections

## Additional costs (prices include VAT):

• Energy Performance Certificate	£102
• Gas appliance inspection, service and certification	From £108
• Check out administration	£120
• Deposit dispute procedure	£30 per hour
• Duplication and testing of extra keys	£18
• Section 21 Notice (including hand delivery)	£60
• Non-resident landlord administration	£12 per year
• Annual rental income statement	£18
• Holiday cover for landlords	£42 per hour



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