

# Fees to landlords

## Level of service offered

### Straight Let: 12%

% of gross rental value for the term of the let

Includes Setup Fee (landlord's share)

- Agree the market rent and find a tenant in accordance with the landlord guidelines
- Advise on refurbishment
- Provide guidance on compliance with statutory safety/legal regulations
- Carry out accompanied viewings (as appropriate)
- Market the property and advertise on relevant portals
- Erect board outside property in accordance with Town and Country Planning Act 1990
- Advise on non-resident tax status and HMRC (if relevant)
- Collect and remit initial month's rent
- Collect and register the dilapidations deposit and deal with related administration

### Rent Collection: 15%

% of gross rental value for the term of the let

In addition to the above includes:

- Collect the rent
- Pursue non-payment of rent
- Provide regular statement of account showing rent collected and expenditure incurred
- Make any HMRC tax deductions for overseas landlords

### Fully Managed: 18%

% of gross rental value for the term of the let

In addition to Straight Let and Rent Collection includes:

- Arrange general repairs and maintenance up to the value of £250
- Provide advice on rent arrears action
- Advise all relevant utility providers of changes
- Hold keys throughout the tenancy term

## Additional non-optional fees and charges (irrespective of level of service)

### Tenancy Agreement Fee

£66

- Preparing the landlord's part of the tenancy agreement

### Inventory Fee – see schedule

- Dependant on the number of bedrooms and/or size of the property and outbuildings

### Deposit Protection Fee

£66

- Register landlord and tenant details and protect the deposit in a Government authorised scheme
- Provide the tenant with the Deposit Certificate and Prescribed Information within 30 days of the start of the tenancy

### Property Inspections (per visit)

£66

- Attend property and report its current condition to the landlord

### Prepare annual statutory Inland Revenue Tax Return for Non Resident landlord

£108

### Energy Performance Certificate

£72

### Court Attendance

£50

### Extension Renewal Fee (Landlord)

12%

% £ of gross rental value for term of the let (if applicable)

- Review rent in accordance with current market conditions and advise the landlord
- Negotiate with tenant
- Direct tenant to make rental payment change as appropriate
- Update records and produce a new tenancy agreement

### Check In Fee

£48

- Prepare a comprehensive report of the condition of the property upon moving in

### Check out Report

£144

- Prepare a comprehensive report of the condition of the property upon vacation

### Arrangement Fees

- Dealing with insurance claims, legal claims or other professional matters
- Organising gas and/or electrical safety checks

£250

£12

**All fees are inclusive of VAT. If you have any questions on our fees, please ask a member of staff.**

[Andrewsonline.co.uk](http://Andrewsonline.co.uk)

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