

LETTING AGENCY FEES SCHEDULE

Full Management fee:

12% (Inc. VAT)

Let-only Service:

One Months' Rent + VAT

Please contact us directly to discuss your requirements as we can create a bespoke fee package based on your personal requirements.

Our service fees are as follows. *All fees are inclusive of VAT at the current rate, unless stated otherwise.*

START OF TENANCY FEES

- Tenant referencing fee: **£60 + VAT per tenant**
- Right to rent check: **£36 per person**
- Guarantor Fee: **£60 per guarantor**
- Tenancy Agreement Fee: **£200 + VAT per tenancy**

(Covering credit referencing & preparation of Deed of Guarantee – or as part of tenancy agreement)

- Permitted occupier fees: **£30** per permitted occupier.

(Explaining to any permitted occupier their rights and responsibilities towards the named tenant(s) and landlord).

- Deposit Registration Fees (where collected): **£42 per tenancy.**

(Register landlord and tenant details and protect the security deposit within a government-authorised scheme. Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of the tenancy start date).

- Inventory/Schedule of Condition Fees: **Dependent on property size, layout, whether it is furnished or unfurnished, and number of outbuildings.**



- Visual check in compliance with the Homes Act 2018 on the first day of the tenancy - **£120** per tenancy.

(Attending the property to welcome the tenant(s), highlight the location of utility meters, stop cocks etc. And test that all smoke alarms and CO2 detectors are present and in working order).

- Landlord Withdrawal Fees (Prior to move-in): **£600 per tenancy**.

To cover the costs associated with the marketing, advertising and tenant set-up should the landlord withdraw from the tenancy before it has started.

PRE-TENANCY FEES (APPLICABLE TO EVERY LEVEL OF SERVICE)

- Energy Performance Certificate (EPC): **£100** per tenancy.
- Gas Safety Certificate (GSR) - **£108** per tenancy.
- Electrical Installation Condition Report (EICR) - **£140-£185** (Depending on property size per tenancy).
- Visual check in compliance with the Homes Act 2018 - **£120 per tenancy**.

MID-TENANCY FEES

- Property visits: **£120 per visit**
- Rent Review Fees: **£300 per tenancy**

Rent can only be increased once per year, and landlords will not be able to increase the rent within the first 12 months of the tenancy. Landlords must use the process in Section 13 of the Housing Act 1988 for increasing the rent and ensure the notice is in writing using form 4A. Landlords must give at least two months' notice before the increase starts. The increase must be in line with local market rents.

- Variations to Contract Fees: **£300 per tenancy**.

Contract negotiation, amending and updating terms and arranging for the signing of an amended tenancy agreement. After 1 May 2026, it is not possible for assured tenancy agreements to have a fixed-term or a set end date. All tenancies automatically became rolling periodic tenancies from 1 May 2026.



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- Right-to-Rent Follow-Up Check: **£30 per check**

*Undertaking a repeat check in person on a time-limited Visa in accordance with the Immigration Acts 2014/2016. Notifying the Home Office should an illegal overstayer be identified. This does **not** apply to let-only service landlords.*

- Arrangement fees for one-off works **over the value of £1500** will be charged on a basis of **7% of the net invoice** cost.

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.

- Arrangement fees for refurbishments over the value of £3000 will be charged on a basis of **12% of the net cost**.

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 of guarantee.

- Obtaining more than three separate contractor quotes: **£60 per quote**.

Only applicable to fully managed landlords.

END OF TENANCY FEES

- Check-out fees: **TBC by third-party contractor based on size and layout of property.**

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

- Tenancy Deposit Dispute Fee: **£300 per tenancy.**

The costs associated with the preparation of all evidence and submitting the case to the relevant tenancy deposit scheme as well as handling all correspondence relating to the dispute.

- Preparation of legal pack for solicitors serve legal notices: **£360 per notice**
- Court Attendance Fees: **£300 per hour**



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