

## Landlord Fees

### 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)** £90.00 (inc. VAT)
- **Gas Safety Certificate (GSI)** £108.00 (inc. VAT) per tenancy
- **Electrical Installation Condition Report (EICR)** £180.00 (inc. VAT) per tenancy
- **Installing Smoke alarms and Carbon Monoxide** £72.00 (inc. VAT) per tenancy
- **Portable Appliance Testing (PAT)** £90.00 (inc. VAT) per tenancy
- **Legionella Risk Assessment** £90.00 (inc. VAT) per tenancy
- **Visual Check** in compliance with the Homes Act 2018 on the first day of the tenancy, no additional charge

### Start of Tenancy Fees

**Marketing and Agreement Fee:** £300.00 (inc. VAT). Includes professional marketing and referencing of tenants (ID checks, Right-to-Rent check, financial credit checks, obtaining references from current or previous employers / landlords and any other relevant information to assess affordability) as well as contract negotiation (amending and agreeing terms) and arranging the signing of the tenancy agreement. (Refer to the signed Terms of Business to confirm the agreed Marketing and Agreement Fee).

**Landlord Withdrawal Fee (before move-in):** £600.00 (inc. VAT) per tenancy. To cover the costs associated with the marketing, advertising and tenancy set-up should the landlord withdraw from the tenancy before it has started.

**Deposit Registration Fee (where collected):** £72.00 (inc. VAT) per tenancy. Register Landlord/s and Tenant/s details and protect the security deposit with a Government-authorised Scheme. Provide the Tenant/s with Deposit Certificate and Prescribed Information within 30 days of the start of the Tenancy.

#### Inventory Fees:

- Studio/One Bedroom £120 (inc. VAT)
- Two Bedroom £150 (inc. VAT)
- Three Bedroom £192 (inc. VAT)
- Four Bedroom £222 (inc. VAT)
- \*Five Bedrooms or more, costs will vary\*

### During Tenancy Fees

**Additional Property Visits:** £60.00 (inc. VAT) per visit.

**Renewal Fees:** £240.00 (inc. VAT) per tenancy. Free for Full Management and Rent Collection Services.

**Rent Review Fees:** £75.00 (inc. VAT) per tenancy. Free for Full Management and Rent Collection Services.

**Landlord Withdrawal Fees (during tenancy):** £300.00 (inc. VAT) per tenancy.

## End of Tenancy Fees

**Fees for the service of Legal Notices (Section 8 or Section 21):** £150.00 (inc. VAT) per Notice.

**Court Attendance Fees:** £25.00(inc. VAT) per hour.

**Check-out fees:**

- Studio/One Bedroom: £120 (inc. VAT)
- Two Bedroom: £150 (inc. VAT)
- Three Bedroom: £192 (inc. VAT)
- Four Bedroom: £222 (inc. VAT)
- \*Five Bedrooms or more: costs will vary\*

## Financial Charges

**Additional HMRC Reporting Fees:** £60.00 (inc. VAT) per request.

**Fees for providing an Annual Income and Expenditure Schedule:** £20.00 (inc. VAT) annually.

**Same-Day Payment Fees:** £0.00 (inc. VAT) per payment. Should the landlord request a payment faster than the agreed timescales within their existing Terms of Business, this covers the costs of providing a same-day payment service. Full Management and Rent Collection Services Only.

## Other Fees and Charges

**Obtaining more than three contractor quotes:** £0.00 (inc. VAT) per quote. Fully Managed service only.

**Management Take-over Fees:** £300.00 (inc. VAT) per tenancy. To cover the costs associated with taking over the management of an ongoing tenancy, ensuring all statutory compliance has been undertaken, confirming everything under "Set-up Fees" above, receiving and protecting the security deposit and providing all necessary legal documentation to the tenant.

*Client Money Protection is provided by Propertymark. The redress scheme for Settle is The Property Ombudsman scheme.*