


**FEES TO LANDLORDS**  
**(All fees inclusive of VAT)**

	<b>Fully managed – 13.8%</b>	<b>Tenant Find</b>
<b>Letting fee</b>	<b>£350</b>	<b>90% of rent (Minimum fee of £450)</b>
Advertising and marketing of property	✓	✓
Accompanied viewings	✓	✓
Arranging for application form(s) to be completed by applicant(s), taking up references and carrying out credit checks. Where necessary, requesting a guarantor	✓	✓
Preparing a tenancy agreement/renewal of tenancy including negotiation, amending and updating terms	<b>£100</b> (this is included in the let fee on each new tenancy)	<b>£160</b>
Providing advice on compliance, to include a comprehensive Property Inspection and Health & Safety checks prior to a new tenancy commencing	✓	✓
Collecting and remitting initial rent	✓	✓
Collecting and registering deposit with the Deposit Protection Service	✓	✓
Arranging a comprehensive inventory with photographs	<b>Quote provided</b>	<b>Quote provided</b>
Collecting rent and remitting to Landlord with statements	✓	x
Following up rent arrears	✓	x
Carrying out regular visits to the property throughout the tenancy with a full report to the Landlord	✓	x
Arranging any works or repairs at the property. Liaising with tradespeople and tenants	✓	x
Annual rent reviews and implementation	✓	x
Arranging safety inspections	✓	x
Carrying out end of tenancy inspections and dealing with deposit release with no dispute	<b>£60</b>	x

Serving relevant notices	✓	×
Dealing with a tenancy dispute/statutory declaration	£60	×
Arrangement fee for maintenance work carried out between tenancies	6% of total cost	6% of total cost
Arrangement fee for works costing over £1000 (arranging access, obtaining quotes, assessing costs, ensuring work carried out to specification)	6% of total cost	N/A

**Please note we do not charge commission on any of our contractor invoices**

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**Fixflo**