



## SCALE OF LANDLORD FEES (LET ONLY SERVICE)

### LETTING SERVICE OPTIONS:

**Let Only** 90% of first month's rent + VAT  
Marketing and set up fee.

**Set Up Fee for all service options subject to a minimum of £360.00 (£300.00 + VAT)**  
If the property is relet within the first 6 months of the tenancy a 25% discount will be applied to the set up fee

### ADDITIONAL FEES AND CHARGES

**Referencing & Tenancy Agreement** £180.00 (£150.00 + VAT)  
Referencing tenant/s and drawing up, signing and exchanging of Tenancy Agreement plus provision of prescribed documentation

**Deposit Registration with TDS** Let Only £72.00 (£60.00 + VAT)  
Provide Landlord and Tenant details, register to protect the deposit with the Tenancy Deposit Scheme and issue Prescribed Information for the duration of the Tenancy.

**Schedule of Condition & Inventory**  
(included within the Full Management Service)  
Compile a written schedule of condition with photographs noting the internal decoration and condition of the property, listing fixtures and fittings and condition of gardens and outside areas.

Up to 2 bedrooms £210.00 (£175.00 + VAT)  
3- 4 bedrooms £270.00 (£225.00 + VAT)  
5 + bedrooms £330.00 (£275.00 + VAT)

There will be an additional charge of **£210.00 (£175.00 + VAT)** where the property is fully furnished.

**Energy Performance Certificate (EPC)** £150.00 (£125.00 + VAT)  
Arranging for an Energy Performance Certificate to be undertaken. An Energy Performance Certificate gives an energy efficiency and an environmental impact rating and is a mandatory requirement for all properties marketed to Let.

**Floorplan and photographs (if requested)** £210.00 (£175.00 + VAT)  
Arranging for a floorplan and professional photographs.

**EPC, Floorplan and photographs (if requested)** £234.00 (£195.00 + VAT)  
Arranging for an EPC, floorplan and professional photographs.

**Legionella Risk Assessment** £150.00 (£125.00 + VAT)  
Arranging a Legionella Risk Assessment to be undertaken by a specialist Legionella risk assessor.

<b>Additional Land/Grazing Agreement (required for land (excluding gardens) over 2 acres)</b>	<b>£210.00</b> (£175.00 + VAT)
Where an additional agreement is required that is outside the scope of a standard Tenancy Agreement.	
<b>Addendum/Change During Tenancy at Landlord's Request</b>	<b>£180.00</b> (£150.00 + VAT)
Contract negotiation, amending terms and updating the Tenancy Agreement	
<b>Issuing Section 3 / Section 48</b>	<b>£180.00</b> (£150.00 + VAT)
(included within the Full Management Service) Drawing up and serving of the relevant notice when there is a change of landlord or landlord's address.	
<b>End of Tenancy Checkout</b>	
(included within Full Management Service) Carry out inspection of the property and provide an end of tenancy checkout report.	
Up to 2 bedrooms	<b>£210.00</b> (£175.00 + VAT)
3- 4 bedrooms	<b>£270.00</b> (£225.00 + VAT)
5 + bedrooms	<b>£330.00</b> (£275.00 + VAT)
There will be an additional charge of <b>£210.00 (£175.00 + VAT)</b> where the property is fully furnished.	
<b>Deposit Negotiation</b>	<b>£120.00</b> (£100.00 + VAT) <b>per hour</b>
To negotiate the deposit between Landlord and Tenant. Charge based on time taken at the agreed hourly rate.	
<b>TDS Submission</b>	<b>£120.00</b> (£100.00 + VAT) <b>per hour</b>
If required submission of dispute to the Tenancy Deposit Scheme for adjudication.	
<b>Section 8 Notices</b>	<b>£480.00</b> (£400.00 + VAT)
Pre compliance check and the issuing of a Section 8 notice under Ground 1 (occupation by landlord or family) or Ground 1a (selling of the property).	
<b>Hand Delivery of Notice</b>	<b>£120.00</b> (£100.00 + VAT)
When the hand delivery of a Notice is additionally required.	
<b>Section 13 Rent Review</b>	<b>£150.00</b> (£125.00 + VAT)
(included within Full Management Services) Advising on current market rent, negotiating rent review, serving Section 13 Notice and updating tenancy agreement.	
<b>Response at a Rent Review Tribunal</b>	<b>£120.00</b> (£100.00 + VAT) <b>per hour</b>
Submission of a response following the tenant's application to the First-Tier Tribunal	
<b>Additional Property Visit</b>	<b>£120.00</b> (£100.00 + VAT) <b>per hour</b>
Where a Landlord requests Stags to undertake an additional property visit outside the scope of the standard terms of business.	
<b>Abortive Letting Fee</b>	<b>£360.00</b> (£300.00 + VAT)
In the event of the landlord withdrawing from the agreed let after the introduction and referencing of a suitable tenant. This fee will be charged to cover abortive administration, marketing and advertising expenses.	
<b>Introduction of a Purchaser</b>	<b>1.5 % + VAT</b> of sale price
Payable if the Tenant subsequently purchases the property, whether before, during or after entering a Tenancy, commission will be payable to Stags on the successful completion of the sale.	
<b>Gas Safety &amp; Electrical Certificate</b>	<b>£30.00</b> (£25.00 + VAT)
(included within the Full Management Service) If requested to instruct an approved contractor to undertake a gas safety certificate or electrical report.	

<b>Agreement Only Fee</b> Drawing up of the Tenancy Agreement only	<b>£480.00</b> (£400.00 + VAT)
<b>Hourly Rate</b> For any work carried out by Stags outside of the scope of our letting service options will be charged at an hourly rate.	<b>£120.00</b> (£100.00 + VAT)
<b>Key Cutting</b>	<b>£18.00</b> (£15.00 + VAT) per key
<b>Additional Copies of Tenancy Documentation</b> To issue duplicate copies of tenancy documentation.	<b>£30.00</b> (£25.00) per document
<b>Void Property Inspections</b> An inspection of vacant property in between tenancies.	<b>£120.00</b> (£100.00) per hour
<b>Property Compliance Review Package</b> To undertake a property compliance review and a property visit.	<b>£120.00</b> (£100.00) per hour

