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**CLIENT MONEY PROTECTION
 (CMP) PROVIDED BY: ARLA**



**INDEPENDENT REDRESS
 PROVIDED BY: TPOs**



FEES TO: LANDLORDS

www.thackerandrevitt.co.uk

LEVEL OF SERVICE OFFERED:

Tenant find: £800.00(Inc Vat)		Fully managed: 12% (Plus VAT)
INCLUDES: • Collect and remit initial months' rent received • Agree collection of any shortfall and payment method • Provide tenant with method of payment • Deduct any pre-tenancy invoices • Make any HMRC deduction Additional cost £42.00 inc vat for referencing each tenant		INCLUDES • Collect and remit the monthly rent received • Pursue non-payment of rent and provide advice on rent arrears actions • Deduct commission and other works • Undertake three inspection visits per annum and notify landlord of the outcome • Arrange routine repairs and instruct approved contractors • Hold keys throughout the tenancy term • Make any HMRC deduction

ADDITIONAL NON-OPTIONAL FEES AND CHARGES (IRRESPECTIVE OF LEVEL OF SERVICE):

Setup Fee for Full Management :

£250.00 plus vat _£300.00_ (inc VAT)

- Agree the market rent and find a tenant in accordance with the landlord guidelines;
- Advise on refurbishment
- Provide guidance on compliance with statutory provisions and letting consents
- 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)

Inventory Fee Costs Vary between £32.50 and £130.00 (inc VAT)
 Dependent on the number of bedrooms and/or size of the property and outbuildings

...(continued)



#LOOKFORTHELOGO
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ADDITIONAL NON-OPTIONAL FEES AND CHARGES

Deposit Registration Fee: (full management service only) £3.60 (inc VAT) per month

- Register landlord and tenant details and protect the security deposit with a Government-authorised Scheme throughout the term of the tenancy
- Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of start of tenancy

Anti Money Laundering checks £2.40 inc vat per month, this includes doing a check at the beginning of the tenancy and continued monitoring throughout the term of the tenancy.

Property visits: THREEPER YEAR ARE INCLUDED AS PART OF OUR FULL MANAGEMENT SERVICE

- To attend for specific requests such as neighbour disputes; more visits are required to monitor the tenancy; or any maintenance-linked visit, an additional fee of £25 plus vat will be charged.

Submission of non-resident landlords receipts to HMRC, THIS IS INCLUDED AS PART OF OUR FULL MANAGEMENT SERVICE

- To remit and balance the financial return to HMRC quarterly – and respond to any specific query relating to the return from the landlord or HMRC

Arrangement Fee for works during the tenancy THIS IS INCLUDED AS PART OF OUR FULL MANAGEMENT SERVICE

- Arranging access and assessing costs with contractor;
- Ensuring work has been carried out in accordance with the specification of works
- Retaining any warranty or guarantee as a result of any works

Arrangement fee for refurbishments £500.00 plus Vat

- Arranging access and assessing costs with contractor;
- Ensuring work has been carried out in accordance with the specification of works
- Retaining any warranty or guarantee as a result of any works

Rent Review Fee £75.00 inc vat

- Review rent in accordance with current prevailing market condition and advise the landlord
- Negotiate with tenant
- Direct tenant to make payment change as appropriate
- Serve Section 13 Notice

Checkout Fee THIS IS INCLUDED AS PART OF OUR FULL MANAGEMENT SERVICE

- Agree with tenant check out date and time appointment
- Negotiate with landlord and tenant any disbursement of the security deposit
- Return deposit as agreed with landlord and tenant to relevant parties
- Remit any disputed amount to Scheme for final adjudication
- Deregister security deposit
- Instruct contractors; obtain quotes; organise repairs /replacement/cost of any broken or missing items

Preparation of documentation for Courts, Court proceedings or TPO proceedings / DPO proceedings will be £400.00 (inc VAT)

