

LANDLORD GUIDE TO FEES

Set-up per contract	Covering various services including advertising, compliance, viewings etc	£300 Incl. VAT
Existing contract management takeover	As above	£300 Incl. VAT
Managed service	13% of the monthly rental Incl. VAT	
Let only service	£400 Incl. VAT	
Anti Money Laundering /ID checks	£45 Incl. VAT	
EPC (Energy Performance Certificate)	£100 No VAT	
Gas Safety Certificate	<i>Cost based on appliances, chimneys etc.</i>	
Electrical Installation Condition Report	<i>Based on factors incl. property age, size, etc</i>	
Inventory	£85 min - £120 max	
Deposit registration (where collected)	Registering both parties' details with a Government protected scheme	£21 Incl. VAT
Property inspections	Defaulted to occur every quarter	£60 Incl. VAT
Renewal - occupation contract	Arranging contracts, updating terms, signing	£100 Incl. VAT
Arrangement of works	Exclusively available under the Fully Managed Service	£15 Incl. VAT
Check-out reports	Determined by the size of the property	£55 min - £85 max
Check-out admin fee	Negotiating repayment of the deposit	£90 Incl. VAT

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Legal notices	£120 Incl. VAT	
Court attendance	£600 Incl. VAT per day (or part thereof)	
Contractor commission	5% of the invoice Incl. VAT	
Annual Income and Expenditure Schedule	£30 Incl. VAT	
Printed documents	£15 Incl. VAT	
Contractor quotes	Fully Managed Service only	£15 Incl. VAT
Out of agreement services	£60 hourly rate Incl. VAT	
Landlord's insurance with Alan Boswell Group	Covering the increased risks associated with renting	£250 Incl. VAT
Statutory Declaration	Necessary for deposit release if the contract holder fails to respond to a deposit deduction request	£120 Incl. VAT
Withdrawal	Prior to occupation contract	£300 set-up fee Incl. VAT
Notice and cancellation	For termination of the management service after the fixed term, 4 months notice must be given	Without notice given: Cost of 4 x monthly rental management fees

The above list serves as a simplified snapshot of the fee schedule. For a comprehensive overview, please ask to see the full terms and conditions.