

LANDLORD FEES SCHEDULE

NEW ASSURED SHORTHOLD TENANCIES
(ASTs) SIGNED ON OR AFTER 1 JUNE 2019



BOYDENS

Built on service and trust

	LETTING FEE – 85% (+ VAT)		
	FULL MANAGEMENT: 13% OF RENT (+ VAT)	PART MANAGEMENT: 9% OF RENT (+VAT)	FIND TENANT ONLY
Comprehensive marketing & accompanied viewings	✓	✓	✓
Source prospective tenant and negotiate on your Behalf	✓	✓	✓
Organisation of legally required safety certificates	✓	✓	✓
Arranging EPC as required	✓	✓	✓
Complete full professional referencing to include Right to Rent (subject to fee)	✓	✓	✓
Complete professionally prepared inventory (subject to fee)	✓	✓	✓
Drawing up of tenancy agreement and all relevant notices	✓	✓	✓
Collection of 1 st month's rent and deposit	✓	✓	✓
Arranging deposit protection with TDS	✓	✓	✓
Collection of monthly rent	✓	✓	
Issuing of monthly statements	✓	✓	
Credit control as required including legal notices	✓	✓	
Utility and council tax management	✓		
Regular property visits	✓		
Reactive & proactive maintenance management	✓		
Maintenance invoice management	✓		
Access to free lettings legal advice	✓		

Please ask a member of staff if you have any questions about our fees.

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rics.org

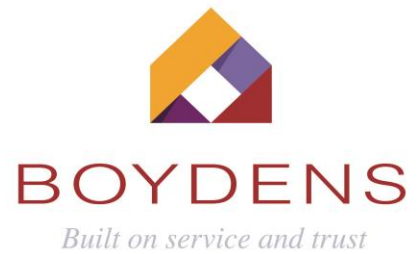


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ADDITIONAL FEES AND CHARGES

PRE-TENANCY FEES (ALL SERVICE LEVELS)

Arranging and facilitating statutory compliance if not provided on the instruction or undertaken by the landlord.

- Energy Performance Certificate (EPC) £100 (Inc. VAT)
- Gas Safety Certificate £90 (Inc. VAT)
- Electrical Installation Condition Report (EICR) £192 (Inc. VAT)
- Portable Appliance Testing (PAT) Please ask staff member for current costs as depends on the number of appliances tested.

START OF TENANCY FEES

Referencing Fees: £132 (Inc. VAT) unlimited references per tenancy (including guarantors). ID checks, Right to Rent checks, 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.

Deposit Facilitation Fee: £50 (Inc. VAT) Per tenancy. Register landlord and tenant details and protect the deposit with government authorised scheme. Provide tenant with the deposit certificate and prescribed information within 30 days of the tenancy start date. In the event of a Nil Deposit, to cover time setting up the relevant cover.

Inventory Fee: Please ask staff member for current costs as depends on the size of the property and the number of bedrooms.

Landlord Withdrawal Fee: £350 (Inc VAT) To cover marketing and tenancy set up should the landlord withdraw from the tenancy before it has started.

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DURING TENANCY FEES

Additional Property Visits: £30 (Inc. VAT) per visit. Should the landlord request property visits in addition to those within their existing Terms of Business, this cover the costs of attending the property.

Renewal Fees: £300 (Inc. VAT) per tenancy. To include the reviewing of the rent in accordance with current prevailing market conditions and advise the landlord, contract negotiation with the tenant, direct tenant to make payment change as appropriate. Arranging for the signing of a further tenancy agreement and ensure deposit requirements address in accordance with current legislation.

Periodic Rent Review: £60 (Inc. VAT) per tenancy. To include the reviewing of the rent in accordance with current prevailing market conditions and advise the landlord, contract negotiation with the tenant, serve relevant Sec 13 notice, direct tenant to make payment change as appropriate.

Right to Rent Follow-Up Checks: £30 (Inc. VAT) per check. Undertaking a repeat check in person on a time-limited visa in accordance with the Immigration Acts 2014 and 2016. Notifying the Home Office should an illegal overstayer be identified. This does not apply to our Tenant Find Only Service.

Arrangement Fees for works over £1250: 10% of net costs (Inc. VAT). Arranging access and assessing the costs with any contractors, ensuring work has been carried out in accordance with the works order and retaining any resulting warranty or guarantee. Applies to our Fully Managed service only.

END OF TENANCY FEES

Check-out Fee: Please ask staff member for current costs as depends on the size of the property and the number of bedrooms.

Tenancy Deposit Dispute Fee: £84 (Inc. VAT) To collate, prepare and submit the required evidence to support your claim in the event of a deposit dispute.

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ADDITIONAL FEES AND CHARGES

FINANCIAL CHARGES

Landlord Property Tax Submission Fee: £290 (Inc. VAT) per property annually. To cover costs calculating lettings income and submitting tax return to HMRC, subject to terms.

Submission of Non-Resident Landlords receipts to HMRC: £30 (Inc. VAT) quarterly. To remit and balance the financial return to HMRC on both quarterly and annual basis.

Additional HMRC Reporting Fee: £15 (Inc. VAT) per request. Responding to any specific queries relating to either the quarterly or annual return from either the landlord or HMRC.

Fee for providing an annual income and expenditure schedule: £30 (Inc. VAT) annually.

OTHER FEES AND CHARGES

Vacant Property Management Fee: £30 (Inc. VAT) per visit. To cover the costs associated with visiting the property to undertake visual checks on the inside and outside at a frequency mutually agreed with the landlord.

Management Take Over Fee: £50 (Inc. VAT) per tenancy. To cover the costs associated with taking over the management of the ongoing tenancy, ensuring all statutory compliance has been undertaken, confirming and protecting the security deposit and providing all necessary legal documentation to the tenant.

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