

# Landlord Fee Schedule

## Standard Services



### Let Only

- Up to date market appraisal.
- Full advertising of the property on Rightmove, our own website and social media.
- Accompanied viewings.
- Offer negotiation.
- Enhanced Homelet reference checks on all applicants and guarantors.
- Compliance guidance, ensuring all properties are up to date with Renting Homes Wales & Rent Smart Wales legislation.
- Occupation Contract set up.
- Taking the initial move in money payments.

### Full

The Fully Managed service includes all Let Only Services and

- Rent collection and accounting throughout the contract.
- Regular arrears checks and chasing.
- Regular accounts statements.
- Contract renewal negotiation.
- The arrangement of all annual safety checks.
- 24/7 emergency line for Contract Holders.
- Full support with any maintenance issues.
- Mid-contract property inspections.
- Deposit registration within the TDS.
- Deposit release negotiation.
- Notice serving.
- Deposit release negotiation.
- Use of our Rent Smart Wales licence.

Set up Costs		Monthly Management Costs	
Inc VAT	Exc VAT	Inc VAT	Exc VAT
90%	75%	N/A	N/A

Set up Costs		Monthly Management Costs	
Inc VAT	Exc VAT	Inc VAT	Exc VAT
66%	55%	15%	12.5%





# Inventories

Inventories are an optional extra with our Let Only Service, but a mandatory part of the Full Management, allowing us to carry out management duties such as deposit negotiation and release.	Property Type	Costs inc VAT	Costs Exc VAT
	Individual room in shared accommodation	£96	£80
	Studio Flat	£120	£100
	One bedroom property	£132	£110
	Additional bedroom charge	£12	£10

# Optional Extras

Service	Description	Cost inc VAT	Cost Exc VAT
Rent & Legal Protection	Rent & Legal Protection policy offers you cover for the total monthly rent of your property against non-paying occupants, for up to 15 months, or until vacant possessions whichever comes first and legal expenses of up to £100,000 to cover eviction costs.	4.74% of the monthly rent.	3.95% of the monthly rent
Flatfair Deposit Replacement Scheme	Flatfair is a deposit replacement scheme that can be offered as an option to applicants on the properties of our managed landlords, should they choose to. Flatfair offers landlords increased protection against damages caused by contract holders through the duration of their occupancy.	Free of charge to our managed landlords.	Free of charge to our managed landlords
Homelet Insurance Products	We are able to refer our landlords to Homelet for a range of insurance products, such as Landlords insurance or Building & Contents insurance.	Referral to Homelet is Free of charge - costs with Homelet will vary depending on the products you take out with them	Referral to Homelet is Free of charge - costs with Homelet will vary depending on the products you take out with them

# Property Compliance



Initial Charges	Including VAT	Excluding VAT
EPC - Energy Performance Certificate	£90	N/A
EICR - Electrical Installation Condition Report	£198	£165
GSC - Gas Safety Certificate	£72	£60
Fire Risk Assessment	POA*	POA*
Asbestos Risk Assessment	POA*	POA*
Fire Alarm Testing	POA*	POA*
Emergency Lighting Testing	POA*	POA*
Legionella Risk Assessment	£90	£75
PAT - Portable Appliance Testing	£60	£50
HMO application (New)	£420	£350
HMO application (renewal)	£132	£110

**\*Price on application is based on current contractor pricing, as well as the size and type of building**

## Extra services

Service	Cost Including VAT	Cost Excluding VAT
Floorplans	£60	£50
Rightmove Featured Property	£90	£75
Headed Valuation Letter	£60	£50
Service of a rent increase notice (RHW12)	£30	£36
Service of a possession notice, including compliance check to ensure the notice is valid	£72	£60
Contract Renewal Fee	30% of the monthly rent subject to a minimum charge of £210	25% of the monthly rent subject to a minimum charge of £175
Serving of contract-holder withdrawal documents	£72	£60
Contract Holder replacement contract	£108	£90
DPS deposit registration for our Let Only service	£60	£50
Referral to deposit scheme adjudicator against our advice.	£216	£180
Refusal of an applicant who has successfully passed all referencing and credit checks	66% of one months rent	55% of one months rent



Service	Cost Including VAT	Cost Excluding VAT
Late payment of invoices	8% above the base lending rate of interest with Bank of England	
Termination of Management Agreement mid-contract	The remainder of the management fees due for the remainder of the fixed term or a total of 6 months management fees when the contract is rolling periodically.	
Termination of Management Agreement where existing contract holders are to remain in the property	Charges equivalent to the tenant find costs set out in the Landlord's Terms of Business/ Management agreement at 66% inclusive of VAT /55% +VAT of one months rent	
Court attendance by Principal	£90	£75
Court attendance by Senior Financial	£66	£55
Court attendance by Financial Assistant	£54	£45
Court attendance by Senior Property Manager	£66	£55
Court attendance by Property Manager	£54	£45

Additional administration fees may be charged due to changes in legislation that require additional administration, such as service of notices of variations or written statements. You will be notified of any charges.