

# Sales & Lettings Fees

*“We aim to be fully upfront and transparent about any possible fees that may be payable. This helps clients to make informed decisions.”*

## Seller Fees

Sole Agency	1% (plus VAT)	1.2% (incl VAT)
Multiple Agency	1.25% (plus VAT)	1.5% (incl VAT)
Energy Performance Certificate	£95.00 (inc VAT)	

## Tenants Fees

Administration Fee	£576.00 per two adults (inc VAT)
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This is a fee that can cover a variety of works depending on the individual circumstances of each tenancy, including but not limited to conducting viewings, negotiating the tenancy, verifying references and drawing up contracts. Charges for individuals will be made at a rate of £275.00 (inc VAT). This charge is applicable per household property. All charges are subject to VAT at 20%.

Deposit for a long let tenancy	Equivalent to six weeks' rent
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Tenancy Renewal Fee (Long lets Only)	£144.00 per tenancy (inc VAT)
End of tenancy inventory check-out organised by Marcus Telford	£198.00 (inc VAT)

Where the landlord organises this inspection independently of Marcus Telford, the charge may vary.

## Landlord Fees

Lettings Introduction	6% (plus vat)	7.2% (incl VAT)
Lettings Management	8% (plus vat)	9.6% (incl VAT)
Continuation period after renewals (Introduction / Management)	7.2% / 9.6%	(incl VAT)

## Other Fees

Inventory Check in	£198.00*	(incl VAT)
Gas Safety	£102.00	(incl VAT)
Electric Safety Certificate	£175.00	(inc VAT)
Energy Performance Certificate	£118.00	(inc VAT)
Deposit Protection Registration	£59.94	(inc VAT)
Property Inspection beyond the first (first included with lettings fee)	£130.00	(inc VAT)
Tenant Future Reference For Landlord/Agent (Two People)	£140.00	(inc VAT)
Return End of Tenancy Deposit via Bacs	£42.00	(inc VAT)

\*Prices start from £165.00 and vary from size of the property. Please contact Marcus Telford for exact pricing.

Landlord Introduction/Fully Managed '%' rates are calculated on the yearly rent in advance.

Marcus Telford are members of The Property Ombudsman (TPO), The National Approved Letting Scheme (NALS) and The Deposit Protection Service (DPS).