



## **Fees for Student Landlords**

**\*All Prices shown are NOT subject to VAT**

<b>Service</b>	<b>Fully Managed</b>	<b>Tenant Find</b>	<b>Action</b>
Setup fee per Tenancy	£200.00	£250.00	
Fee	12%	65% 1st months rent	
Valuation	✓	✓	Detailed marketing valuation of property.
Marketing	✓	✓	Photography and marketing.
Viewings	✓	✓	Agent to accompany all viewings.
Tenant liaison /negotiation	✓	✓	Negotiation and correspondence with tenants.
Creation/signing of contract	✓	✓	Creation of tenancy agreement.Legal information.
Creation & signing of our guarantor agreement	£45.00	£45.00	Fee per tenant (if applicable) for the signing of the guarantor agreement.
Right to rent checks	✓	✓	Obtain the necessary proof confirming applicants have the right to rent in the UK.
Registration of deposit	✓	X	Register and provide legal certificate / documents.
Inventory	£150.00	£150.00	Detailed Inventory to include photos carried out by an inventory clerk.
Rent collection	✓	5%	Collection of rent per term plus chasing where required.
Planned maintenance	✓	X	Maintenance which is legally required. i.e gas safety.
Adhoc maintenance	✓	X	Unplanned maintenance, arranging issues to be investigated and rectified.
Property inspections	✓	£100.00	3 Visits per year, report to Landlord and update to Tenant.
Move out report	✓	£100.00	Detailed report to include reasons for deductions & photo evidence.
Section 21 notice	✓	£125.00	Correspondence with Landlord and Tenants To hand deliver notice to Tenants.
HMO Alarm testing*	✓	X	Inclusive of all system types except grade A&B systems.
Key holding service	✓	£50.00	Keys will only be available for contractors or tenants as instructed by the Landlord.
Energy Performance Certificates	£100.00	£120.00	Commencement of an Energy Performance Certificate with floor plan if required.
Fire risk assessment	£250.00	£250.00	To assess the fire risk of a building and provide recommendations to make the building safer.
Legionella Risk Assessment	£50.00	£50.00	Carry out a Legionella risk assessment in the water heating system.
Hourly rate	£70.00	£70.00	Additional requests by Landlords outside of the services included or agreed.
Cancellation fee	£500.00	£500.00	If you withdraw your property after holding fees have been taken from any prospective tenants.



## **Additional Mandatory Fees and Charges**

### **Pre-Tenancy Fees (Applicable to All Service Levels)**

Arrangement and facilitation of statutory compliance (in addition to the costs of the item itself) if not provided on instruction or undertaken by the landlord:

- Energy Performance Certificate (EPC): £100.00 per tenancy.
- Gas Safety Certificate : Invoiced by contractor per tenancy.
- Electrical Installation Condition Report (EICR): Invoiced by contractor per tenancy.
- Portable Appliance Testing (PAT): Invoiced by contractor per tenancy.
- Legionella Risk Assessment: £50.00 per tenancy.
- Installation of Smoke Alarms and Carbon Monoxide detectors: Invoiced by contractor per tenancy.
- Testing of Smoke Alarms and Carbon Monoxide detectors on the first day of the tenancy: No additional charge per tenancy.
- Handling local authority licensing application: £240.00 per tenancy.
- Visual check in compliance with the Homes Act 2018 on the first day of the tenancy: No additional charge per tenancy.
- Detailed Fire Risk Assessment with Floor Plan: £250.00

### **Start of Tenancy Fees**

**Set-up Fees:** £200.00 per tenancy for fully managed. £250.00 for tenant find and rent collection. This includes ID checks, Right to Rent checks, preparation and signing of the contract agreement, contract negotiation (amending and agreeing terms), and arranging the signing of the Tenancy Agreement.



**Additional Tenant Referencing Fees:** No additional charge per tenant (same as Set-up Fees for additional tenants).

**Deposit Registration Fees (where collected):** A service only for management. If a tenant find we will either send the deposit direct to the landlord once taken or alternatively have the deposit sent direct to the landlord via tenant/s.

**Inventory Fees:** Price on application, depending on the number of bedrooms and/or size of the property and any outbuildings.

**Landlord Withdrawal Fees (before move-in):** £500.00 per tenancy. This covers the costs associated with marketing, advertising, and tenancy set-up should the landlord withdraw before the tenancy starts.

**Landlord Withdrawal Fees (during tenancy):** £600.00 per tenancy. This covers the costs associated with advising the tenant on the change, transferring the security deposit to the landlord or new agent, notifying utility providers and the local authority (where necessary), and returning all relevant documents held by the agent to the landlord.

**Property Inspections:** Managed includes 4 visits per tenancy. £100.00 per visit to tenant find and rent collection properties.

**Additional Property Visits:** Additional property visits over 4 per tenancy are charged at a rate of £60 for managed only. This covers the costs of attending the property for additional visits beyond the existing Terms of Business.

**Rent Review Fees:** No additional charge for Fully Managed; This involves reviewing rent in accordance with current market conditions, advising the landlord, negotiating with the tenant(s), directing tenant(s) to make payment changes, updating the Tenancy Agreement, and serving a Section 13 Notice if the tenancy is on a periodic basis.



**Right-to-Rent Follow-Up Check:** No additional charge for Fully Managed. This involves undertaking a repeat check in person on a time-limited visa, as per the Immigration Acts 2014 and 2016, and notifying the Home Office if an illegal overstayer is identified. This does not apply to a Tenant-Find service.

**\*HMO Alarm Testing:** Included for managed properties for all system types except **A&B Grade systems** which are subject to quote after inspection for managed properties only.

### **End of Tenancy Fees**

**Check-out Fees: £180 per tenancy** for Tenant find and Rent Collection.

**Tenancy Dispute Fee: £240 per tenancy:** This covers the costs associated with the preparation of all evidence and submitting the case to the tenancy deposit scheme, as well as dealing with all correspondence relating to the dispute. This only applies if we (the agent) have protected the deposit.

**Fees for the Service of Legal Notices (Section 8 or Section 21): £125 per Notice.**  
Applies to Tenant find and Rent collection only.

**Court Attendance Fees:** £100 per hour.



### **Financial Charges**

**Interest on Unpaid Commission:** 3% above the Bank of England Base Rate from the Due Date until paid.

**Submission of Non-Resident Landlords receipts to HMRC:** £60 quarterly. This involves remitting and balancing the financial return to HMRC on a quarterly or annual basis from either the landlord or HMRC.

**Fees for providing an Annual Income and Expenditure Schedule:** £60 annually.

### **Other Fees and Charges**

**Obtaining more than three contractor quotes:** £60 per quote. Fully Managed service only.

**Vacant Property Management Fees:** £60 (including VAT) per visit. This covers the costs associated with visiting the property to undertake visual internal and external checks as agreed with the landlord.

**Management Take-over Fees:** £250 per tenancy. This covers the costs associated with taking over the management of an ongoing tenancy, ensuring all statutory compliance has been undertaken, confirming everything under "Set-up Fees" above, receiving and protecting the security deposit, and providing all necessary legal documentation to tenants.

**Deposit Transfer Fees:** £60 (including VAT) per tenant. This covers the costs associated with legal compliance for any changes to a protected deposit requested by the landlord during a tenancy.