

STUDENT LANDLORD FEES SCHEDULE

LEVELS OF SERVICE OFFERED

LEVELS OF SERVICE OFFERED	Tenant Find	Rent Collection Monthly Commission	Fully Managed Monthly Commission
Cost Of Services	6% of rent Inc. VAT 5% exc. VAT	13.2% of rent Inc. VAT 11% exc. VAT	15% of rent Inc. VAT 12.5% exc. VAT
Agree the rental value	✓	✓	✓
Provide guidance on compliance with statutory provisions and letting consents	✓	✓	✓
Provide advice on refurbishment requirements	✓	✓	✓
Collect and remit initial quarters/months rent	✓	✓	✓
Advise all utility providers with the new tenancy details and meter readings and advise the local authority in respect of the new occupiers for Council Tax purposes.	✓	✓	✓
Provide the Tenant with essential property information, statutory documents and rental payment arrangements.	✓	✓	✓
Undertake periodic property inspections and submit a report and recommendations to you.		✓	✓
Demand, collect and remit the quarterly/monthly rent received, after agreed deductions.		✓	✓
Pursue non-payment of rent and provide advice on rent arrears actions		✓	✓
Negotiate dilapidation deductions from the security deposit at the end of the tenancy.		✓	✓
Hold keys throughout the tenancy term		✓	✓
Arrangement of payments for statutory requirements			✓
Arrange routine repairs and instruct approved contactors			✓

STUDENT LANDLORD FEES SCHEDULE

ADDITIONAL FEES AND CHARGES

		Tenant Find Inc. VAT	Rent Collection Inc. VAT	Fully Managed Inc. VAT
Set Up Fee: <ul style="list-style-type: none"> • Market property and advertise on relevant portals • Carry out accompanied viewings • Identify suitable tenants • To carry out referencing on potential tenants and guarantors to include ID checks, Right-to-Rent checks, financial credit checks, obtaining references from previous landlords (if applicable) and any other relevant information to assess affordability. • To conduct contract negotiation, amending and agreeing terms and arranging the signing of tenancy agreement and guarantor agreements. 	1 Bedroom Property	£350.00	£350.00	£350.00
	2 Bedroom Property	£400.00	£400.00	£400.00
	3 Bedroom Property	£450.00	£450.00	£450.00
	4 Bedroom Property	£500.00	£500.00	£500.00
	5 Bedroom Property	£550.00	£550.00	£550.00
	6+ Bedroom Property	£600.00	£600.00	£600.00
Completing Tenancy Agreement: To provide a comprehensive legally binding tenancy agreement.		£96.00	Free	Free
Check in and Inventory/Schedule of Condition report: To complete a detailed condition report of the property prior to the start of the tenancy and check the tenant into the property.		£150.00 to £300.00	£75.00	Free
Check Out Report at the end of Tenancy: To agree a check out date with the tenant. To provide a detailed report after the tenancy has ended for the benefit of settling the deposit. Return deposit as agreed with relevant parties.		£150.00 to £300.00	£75.00	Free
Deposit Registration Fee: To register the Landlord and Tenant details and protect the security deposit in the Tenancy Deposit Scheme. To provide the Tenant with the Deposit Certificate and Prescribed Information.		£84.00	£48.00	£48.00
Abortive Marketing Fee: If you withdraw the letting instructions after we have started to market the property.		£180.00	£180.00	£180.00

STUDENT LANDLORD FEES SCHEDULE

ADDITIONAL FEES AND CHARGES		Tenant Find Inc. VAT	Rent Collection Inc. VAT	Fully Managed Inc. VAT
Cancellation Costs: If you do not proceed with the tenancy once a suitable Tenant has been introduced; there would also be a responsibility for reimbursing the cost of referencing the Tenant and returning the holding deposit.		£180.00	£180.00	£180.00
Arrangement Fees For Maintenance Works: For obtaining quotations from selected contractors, ensuring work is carried out in accordance with the specification of works and retaining any warranties or guarantees.		Not Available	Not Available	12% of net cost of works over £600.00
Tenancy Renewals or Extensions: To negotiate a new fixed term with the Tenant or to place the tenancy into periodic and provide the relevant documentation. Update security deposit in the Tenancy Deposit Scheme.	6 Month Renewal	£168.00	£80.00	Free
	12 Month Renewal	£300.00	£140.00	Free
	Periodic	£60.00	£30.00	Free
Rent Review: For providing rental advice, negotiating terms with the Tenant and serving the requisite notice to increase the rent, where periodic tenancy applies.		£120.00	£90.00	£90.00
Right To Rent follow up check: To ensure that where a tenants right to stay is subject to a visa, checks will be made to ensure it has been extended where necessary.		Not Available	£30.00 Per Occupier	£30.00 Per Occupier
Gas Certificate, Reports, Inspections & Assessments: Arranging each of the following reports and assessments as required: <ul style="list-style-type: none"> • Electrical Installation Inspection • Gas Safety Certificate • PAT Testing • Fire Risk Assessments • Health & Safety Risk Assessments • Legionella Reports • Asbestos Reports 		Not Available	£50.00	£36.00

STUDENT LANDLORD FEES SCHEDULE

ADDITIONAL FEES AND CHARGES	Tenant Find Inc. VAT	Rent Collection Inc. VAT	Fully Managed Inc. VAT
Annual Income & Expenditure Statement:	Not Available	£150.00	Free
Legal Representation: To prepare and refer a Landlord's case for action to a solicitor	Not Available	£102.00	£102.00
Court Proceedings: If we are required to represent you at a Court hearing for a claim against a Tenant.	Not Available	£60.00 Per Hour Min £180.00	£60.00 Per Hour Min £180.00
Serving of a Section 21 Notice: For the preparation and service of Section 21 / Form 6A notice seeking possession of a property.	Not Available	£90.00	£90.00
Tenancy Deposit Dispute: For managing deposit disputes on your behalf, under the Tenancy Deposit Scheme and to prepare a case for adjudication.	Not Available	£180.00	£180.00
Building Insurance Reappraisal: To carry out a reassessment of the estimated reinstatement value of the property for insurance purposes.	£138.00	£138.00	£138.00
Vacant Property Inspection: To carry out an inspection of a vacant property for security or insurance purposes.	Not Available	£36.00	£36.00
Application for a new Rent Registration: To prepare and submit an application to the Rent Officer to apply for a rental increase for a Rent Act Tenancy.	£136.80	£136.80	£136.80
Selective and Houses in Multiple Occupation licencing: A fee will be charged to apply to the Local Authority to obtain a selective license / HMO license to enable you to legally let the property if it falls in an area where Selective Licencing is active, or it is a licensable HMO property.	£360.00	£300.00	£250.00
Key Cutting Service: To arrange for additional key sets to be cut.	Not Available	£20.00 + Invoice Cost	Invoice Cost