

# Reid & Dean

— estate agents —

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## Three Letting Options for Landlords

In addition to our fees noted below, a set-up fee of £420.00 (including VAT) will apply to the following charges:

Fees	Service Type	Without VAT	Including VAT
FM	Full Management*	10% of rent payable	12%
LRC	Rent Collection	8% of rent payable	9.6%
TFO	Tenant Introduction	-	3 weeks rent

\* For Full Management of an HMO, our fees are 12.5% plus VAT (15%), which includes weekly inspections.

Initial Charges	Without VAT	Including VAT
Setting up a new tenancy which includes the following: Tenancy agreement negotiation and preparation; Tenant referencing (per tenant); Tenant Right to Rent checks (per tenant/occupier); Supervision of an agreement presented by a third-party to the landlord; Negotiating addenda to tenancy agreement; Process a deposit/deposit replacement product and complying with the legal requirements of the TDS Custodial on your behalf.	<b>£350.00</b>	<b>£420.00</b>

*Additional charges may be incurred, see overleaf.*

## ADDITIONAL CHARGES

Schedule of Condition / Inventory		Unfurnished	Furnished
Instructing an independent inventory provider to attend the property to undertake the creation of an inventory prior to the start and at the end of the tenancy.	Studio	£120.00	£120.00
	1 - 4 bed	£175.00	£175.00
	5 Bed	P.O.A	P.O.A
Deposit Registration (Free with Full Management)		Without VAT	Including VAT
To register the security deposit with the TDS		£75.00	£90.00
Renewals (Tenant Introduction Only)		Without VAT	Including VAT
Renewal of a 6 month Assured Shorthold Tenancy agreement		£250.00	£300.00
Fee to negotiate and process a "Change of Sharer" to include tenancy agreement preparation ( <i>please note: this cost is chargeable to the tenant</i> )		£50.00	£60.00
General		Without VAT	Including VAT
Energy Performance Certificate (EPC)	Price from:	£75.00	£90.00
Gas Safety Certificate		£85.00	£102.00
Gas Safety Certificate and Boiler Service		£120.00	£144.00
Electrical Installation Certificate Report (EICR)		£180.00	£216.00
Property Inspection / Rent Review / New AST		£90.00	£108.00
Annual statement of income and expenditure		£85.00	£102.00
Quarterly submission for non-UK residents with no HMRC approval		£100.00	£120.00
Annual tax declaration for non-UK resident with HMRC approval		£40.00	£48.00
Annual statutory landlord rental income notification to HMRC		£10.00	£12.00
Copy statements (each month's statement, or part thereof) – per request		£25.00	£30.00
Additional property visits, price per visit		£50.00	£60.00
Repairs (full management only). When the net cost of works exceeds £750 plus VAT and an estimate is necessary – based on the total net invoice of works		10%	12%
Arrange redecoration/refurbishment (full management only) – based on the total net invoice of works		10%	12%
Service of Section 13 Notice (rent increase notice for a statutory periodic assured shorthold tenancy)		£50.00	£60.00
Service of Section 21 Notice or Notice to Quit (not with Rent Collection) **		£125.00	£150.00
Legionella Risk Assessment	Price from:	£85.00	£102.00

\*\* Should further action be required to recover possession of the property, we can provide additional information on costs involved for instructing a solicitor.

### N.B. Property sale:

If agreement is reached for a sale of your property to the tenant at any time during the tenancy or within six months following, a sale fee of 1.25% of the sale price becomes due.

*(Further details of the services are included in our Terms of Business)*

*Client Money Protection is supplied by Client Money Protect. Redress is through the Property Redress Scheme.*