

# Reid & Dean

— estate agents —

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## Three Letting Options for Landlords

| Fees   | Service Type        | Without VAT         | Including VAT |
|--------|---------------------|---------------------|---------------|
| Gold   | Full Management*    | 10% of rent payable | 12%           |
| Silver | Rent Collection     | 8% of rent payable  | 9.6%          |
| Bronze | Tenant Introduction | -                   | 2 weeks rent  |

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

| A Set-Up Fee of £395 applies to all three levels of service, this includes:  | Without VAT | Including VAT  |
|--|-------------|----------------|
| Setting up a new tenancy which includes the following:<br>Tenancy agreement negotiation and preparation;<br>Tenant referencing (per tenant);<br>Tenant Right to Rent checks (per tenant/occupier);<br>Supervision of an agreement presented by a third-party to the landlord;<br>Negotiating addenda to tenancy agreement;<br>Process a deposit/deposit replacement product and complying with the legal requirements of the TDS Custodial on your behalf. | £329.17     | <b>£395.00</b> |

*Additional charges may be incurred, see overleaf.*

## ADDITIONAL CHARGES

| Inventory   |        | Unfurnished | Furnished |
|---|--------|-------------|-----------|
| Instructing an 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 | £97.50      | £107.50   |
|   | 1 bed  | £97.50      | £107.50   |
|   | 2 bed  | £115.00     | £125.00   |
|   | 3 bed  | £125.00     | £135.00   |
|   | 4 bed  | £142.00     | £152.00   |

| Deposit   | Without VAT     | Including VAT          |
|---|-----------------|------------------------|
| To respond on your behalf to your tenant's deposit/deposit replacement guarantee product dispute where we provide Full Management | £45.00 per hour | <b>£54.00 per hour</b> |

| Renewals (Tenant Introduction Only)  | Without VAT | Including VAT  |
|--|-------------|----------------|
| Renewal of a 6 month Assured Shorthold Tenancy agreement   | £245.83     | <b>£295.00</b> |
| 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> ) | £41.67      | <b>£50.00</b>  |

| General   | Without VAT | Including VAT  |
|---|-------------|----------------|
| Energy Performance Certificate (EPC) Price from:  | £60.00      | <b>£72.00</b>  |
| Gas Safety Certificate and Boiler Service* Price from:  | £108.00     | -              |
| Electrical Installation Certificate Report* Price from:   | £120.00     | -              |
| Annual statement of income and expenditure  | £85.00      | <b>£102.00</b> |
| Quarterly submission for non-UK residents with no HMRC approval   | £100.00     | <b>£120.00</b> |
| Annual tax declaration for non-UK resident with HMRC approval   | £40.00      | <b>£48.00</b>  |
| Annual statutory landlord rental income notification to HMRC  | £10.00      | <b>£12.00</b>  |
| Copy statements (each month's statement, or part thereof) – per request   | £25.00      | <b>£30.00</b>  |
| Additional property visits, price per visit   | £50.00      | <b>£60.00</b>  |
| 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%         | <b>12%</b>     |
| Arrange redecoration/refurbishment (full management only) – based on the total net invoice of works   | 10%         | <b>12%</b>     |
| Service of Section 13 Notice (rent increase notice for a statutory periodic assured shorthold tenancy)  | £50.00      | <b>£60.00</b>  |
| Service of Section 21 Notice or Notice to Quit (not with Full Management or Rent Collection) through a solicitor**                                      | £125.00     | <b>£150.00</b> |
| Legionella Risk Assessment Price from:  | £85.00      | <b>£102.00</b> |

\* Provider is not registered for VAT.

\*\* 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)*