

# LANDLORD FEES

SERVICES INCLUDED IN OUR LETTINGS OPTIONS	LET ONLY	RENT COLLECTION	FULL MANAGEMENT
Free property valuation and consultation to assess your requirements	✓	✓	✓
Arranging for gas and energy performance certificates	✓	✓	✓
Marketing the property including web advertising, To Let board and local press	✓	✓	✓
Accompanied viewings to find the right tenant for your property	✓	✓	✓
Process tenant applications and references. Update the landlord of progress of the let	✓	✓	✓
Preparation and signing of legal documents including Tenancy agreement	✓	✓	✓
Arranging for a professional inventory of the property's fixture and fittings, including photos of their condition	✓	✓	✓
Overseeing collection of 1st month's rent and the initial deposit. Providing an accurate statement of account detailing any agreed deductions made	✓	✓	✓
Informing utility companies and Local Authority of a change of occupier and current meter readings	✓	✓	✓
Collecting subsequent monthly rent payments		✓	✓
Processing landlord's monthly payment after arranging to pay any agreed outgoings including service charges & authorised repairs			✓
Regular routine inspections providing a regular report as to the condition of the property including gardens			✓
Notify, agree and arrange any repairs and maintenance required, using approved contractors			✓
Discuss and agree rent reviews, tenancy extensions and tenancy renewals			✓
Prepare and serve S21 notices on the tenant to regain possession of the property			✓
Final inspections at the end of the tenancy, advising and agreeing any deposit deductions			✓

## SCALE OF FEES

**Fully Managed 14% INC VAT (12% plus VAT)** of the monthly rent collected and is deducted each month when the rent is processed. At the start of each new tenancy, we charge an administration fee of £420 INC VAT (£350 plus VAT). This fee is deducted from the first month's rent. Rents vary depending on the size of the property so set out below is an example of how the fees would be calculated using a monthly rental of £800. Monthly commission deducted would be £115.20 INC VAT.

**Rent Collection: 12% INC VAT (10% plus VAT)** of the monthly rent collected and is deducted each month when the rent is processed. At the start of each new tenancy, we charge an administration fee of £420 INC VAT (£350 plus VAT). This fee is deducted from the first month's rent. Rents vary depending on the size of the property so set out below is an example of how the fees would be calculated using a monthly rental of £800. Monthly commission deducted would be £96 INC VAT.

**Let Only: 60% INC VAT (50% plus VAT)** of the first month's rent. There is a minimum fee of £474 INC VAT (£395 plus VAT). In addition, we charge an administration fee of £420 INC VAT (£350 plus VAT). These fees are deducted from the first month's rent. Rents vary depending on the size of the property so set out below is an example of how the fees would be calculated using a monthly rental of £800. Letting fee would be £480 INC VAT, plus administration fee of £420 INC VAT. Total fee payable £900.

## OPTIONAL ADDITIONAL SERVICES & ARRANGEMENT FEES:

Arrange fixed wiring test - fee from £100 - £150 dependant on size of property. Arrange Gas Safety Certificate - fee £65 including. Overseeing major works (outside of normal maintenance) - 12% INC. VAT (10% + VAT) of works costs (example £1000 works would cost £120 including VAT), Registering a Deposit £48. All of these prices include VAT.

Edwards use the DPS to protect deposits unless the landlord uses their own deposit protection scheme.

Edwards are members of the independent redress scheme provided by The Property Ombudsman. We are a member of Client Money Protect - our membership number is CMP003755