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Additional Fees & Charges	Cost
Deposit Registration Fees:	
• Register landlord and tenant details and protect the security deposit with the Tenancy Deposit Scheme (TDS)	£45 (inc. VAT)
• Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of the tenancy start date.	£150 (inc. VAT)
Submitting case for adjudication to the TDS	
PRE-TENANCY FEES (ALL SERVICE LEVELS)	
Arranging and facilitating statutory compliance (this is in addition to the costs of the item itself) if not provided on instruction or undertaken by the landlord:	
• Energy Performance Certificate (EPC)	£90 (inc. VAT)
• Gas Safety Certificate (GSR)	£90 (inc. VAT)
Electrical Installation Condition Report (EICR)	
• Up to 3 Bedroom,	£175 (inc. VAT)
• 4 bedroom or more	£200 (inc. VAT)
• Portable Appliance Testing (PAT)	£100 (inc. VAT)
• Legionella Risk Assessment per tenancy	£110 (inc. VAT)
• Installing Smoke alarms each	£45 (inc. VAT)
• Carbon Monoxide alarm	£45 (inc. VAT)
• Cutting Of Keys	Invoice + £15 (inc. VAT)
• Handling local authority licensing application	£150 (inc. VAT)
PROFESSIONAL INVENTORY & CHECK-OUT SCHEDULE OF CONDITION	
Unfurnished:	
• Studio/1 Bedroom	£125 (inc. VAT)
• 2 Bedrooms	£145 (inc. VAT)
• 3 Bedrooms	£155 (inc. VAT)
• 4 Bedrooms	£180 (inc. VAT)
• 5 Bedrooms	£195 (inc. VAT)
• 6 Bedrooms (Contact us for quote)	
Furnished:	
• Studio/1 Bedroom	£130 (inc. VAT)
• 2 Bedrooms	£150 (inc. VAT)
• 3 Bedrooms	£165 (inc. VAT)
• 4 Bedrooms	£190 (inc. VAT)
• 5 Bedrooms	£200 (inc. VAT)
• 6 Bedrooms (Contact us for quote)	

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PROPERTY INSPECTIONS: • **We provide two free property inspections per annum as part of our managed service. For additional inspections, fees apply**	£80 (inc. VAT)
Renewal Fees Per Tenancy (All Services): • **Contract negotiation, amending and updating terms and arranging for the signing of a further tenancy agreement.**	£250 (inc. VAT)
Rent Review on a periodic tenancy: • **Review rent in accordance with current prevailing market conditions and advise the landlord, negotiate with the tenant(s), direct tenant(s) to make payment change as appropriate, serve a Section 13 Notice.**	£150 (inc. VAT)
Rent & Legal Protection Policy (Rent Collection & Fully Managed Landlords)	POA
Meeting Bailiffs (offered to Fully Managed Landlord) • **Accompany Bailiffs to take possession of the property** • **Arrange locksmith to attend at the same time (additional cost for lock change will apply)**	£90 (inc.VAT)
Additional Fees & Charges • **If Landlord Withdraws (Prospective Tenancy)** • **Fees for the serving of Legal Notices (Section 8 or Section 21) Per notice** • **Court Attendance** • **Annual Tax Summary** • **Instructing Another Agent During Sole Agency** • **Arrangement Fees for refurbishments and major works - 7% of net cost (inc. VAT). Arranging access and assessing the costs with any contractor's, ensuring work has been carried out in accordance with the Specification of Works and retaining any resulting warranty or guarantee.** • **Vacant Property Management Fees: To cover the costs associated with visiting the property to undertake visuals checks on the inside and outside at a frequency mutually agreed with the landlord**	£250 (inc. VAT) £140 (inc. VAT) £60 (inc. VAT)/hour £50 (inc. VAT) £300 (inc. VAT) POA £45 (inc. VAT) per visit
Selling to a Tenant • **If the Landlord sells the property to the tenant a fee of 1% Inc VAT of the sale price is chargeable subject to a minimum of £2500.00 (incl.vat)**	1% Inc VAT
Termination Fee **Equal to payment of all management fees to the end of the tenancy, subject to a minimum term of 3 month's**	

Please ask a member of staff if you have any questions about our fees.

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ALL FEES SUBJECT TO CHANGE