

# Landlord Fees Schedule

## Full Management and Rent Collection Fees

If during the sole agency period other agents are instructed, the monthly commission rate will be increased by 1.8% including VAT

<b>Full Management</b> Percentage of the rent payable for the full duration of the tenancy (as defined). Payable monthly  Compliance Fee	18% of the rent, inclusive of VAT (15% + VAT)*  £14.40 inclusive of VAT (£12.00 + VAT) per month  *Sole Agency
<b>Rent Collection Service</b> Percentage of the rent payable for the full duration of the tenancy (as defined). Payable monthly  Protection of the Tenancy Deposit with The Dispute Service OR No Deposit Option Administration Fee	12% of the rent, inclusive of VAT (10% +VAT)*  £7.20 inclusive of VAT (£6.00 + VAT) per month  *Sole Agency
<b>Optional with the Full Management or Rent Collection Service</b>	
Property Visits	£50 inclusive of VAT (£41.67 + VAT) per visit

## Plus

Set Up Fee (This Fee includes a Tenancy Agreement and transfer and management of your utilities)	Equivalent to 1.8 weeks' rent inclusive of VAT subject to a minimum of £350.00 inclusive of VAT (£291.67 + VAT)		
Rent Review (all Tenancies) / Renewal Fee (Non-Housing Act Tenancies only)	£180.00 inclusive of VAT (£150.00 + VAT)		
Landlord Check Out Fee	£115.00 inclusive of VAT (£95.83 + VAT)		
PEP and Sanctions Check Fee <i>*This fee will be due when the Compliance Fee or TDS/No Deposit Fee is not charged</i>	£24.00 inclusive of VAT (£20.00 + VAT)		
Inventory and Schedule of Condition and Cleanliness		Unfurnished	Furnished
	1 Bed	£115.00	£130.00
	2 Bed	£140.00	£155.00
	3 Bed	£160.00	£180.00
	4 Bed	£180.00	£210.00
	5 Bed	£210.00	£235.00
	6 Bed	£POA	£POA
	All prices inclusive of VAT, payable on commencement of the tenancy.		
1-1 Tenant Check in Service	£115.00 inclusive of VAT (£95.83 + VAT)		
Premier Service	5.4% of the monthly rent inclusive of VAT (4.5% + VAT) for rental amounts of £1,749 or less per calendar month		
	Or 4.8% of the monthly rent inclusive of VAT(4%+VAT) for rental amounts of £1,750 or more per calendar month		

## Introduction Only Fees

If during the Sole Agency period other agents are instructed, the commission rate will be increased by 20% including VAT of one month's rent.

Tenant Introduction Only Services	£595.00 inclusive of VAT (£495.00 + VAT)*  *Sole Agency
Landlord Set Up Fee	Equivalent to 1.8 weeks' rent inclusive of VAT subject to a minimum of £350.00 inclusive of VAT (£291.67 + VAT)

Hose Rhodes Dickson is a member of Propertymark (which includes their Client Money Protection Scheme) and The Property Ombudsman, being the largest lettings redress scheme in the UK.

Rent Review (all Tenancies) / Renewal Fee (Non-Housing Act Tenancies only)	£180.00 inclusive of VAT (£150.00 + VAT)		
Protection of the Tenancy Deposit with The Dispute Service	£114.00 inclusive of VAT (£95.00 + VAT) payable on the commencement of the tenancy		
PEP and Sanctions Check Fee	£24.00 inclusive of VAT (£20.00 + VAT)		
Provision of a Written Statement	£360.00 inclusive of VAT (£300.00 + VAT) per tenancy		
Inventory and Schedule of Condition and Cleanliness		Unfurnished	Furnished
	1 Bed	£115.00	£130.00
	2 Bed	£140.00	£155.00
	3 Bed	£160.00	£180.00
	4 Bed	£180.00	£210.00
	5 Bed	£210.00	£235.00
	6 Bed	£POA	£POA
	All prices inclusive of VAT, payable on commencement of the tenancy.		
Landlord Check Out Fee	£115.00 inclusive of VAT (£95.83 + VAT)		
1-1 Tenant Check in Service	£115.00 inclusive of VAT (£95.83 + VAT)		

## Standard/Additional Fees – applicable to all tenancies

Legal Fees (All charges are included if the Premier Service has been purchased) – Fees quoted below are inclusive of VAT

Providing fast track possession documents	£48.00
Court appearance notes	£120.00
Service of a Legal Notice for Possession*	£120.00

Additional Fees – Fees quoted below are inclusive of VAT unless otherwise stated

Instruction of Gas/Oil Safety Record (service can be included for additional cost)	From £90.00
Instruction of Electrical Safety Condition Report (EICR)	From £199.00
EPC (Energy Performance Certificate)	From £141.00
Desktop MEES (Minimum Energy Efficiency Standards) Report	£90.00
Energy efficiency improvement inspection of works and lodging of EPC	£40.00
Green Deal Assessment	£250.00
Legionella Risk Assessment	£99.00
Service of a legal notice	£120.00
Pre-Tenancy Withdrawal	£1,000.00
Change Of Tenant/Sharer Fee (Agent Instructed on Managed or Rent Collection Service)	£150.00
Change Of Tenant/Sharer Fee (Agent Instructed on Introduction Only Service)	£420.00
Amending a Tenancy Agreement at a Landlord's request to include endorsements	£60.00
Deposit Dispute Submission Fee	£300.00
Upgrade in service level from Introduction Only to the Managed Service	£200.00
Key cutting	Invoice value plus £12.00 per set
Shopping fee	Invoice value plus £42.00

Tax	
Provision of a comprehensive annual Income and Expenditure Report suitable for submission with a tax return	£59.40
Additional financial Information required	£60.00 per hour
Arrange on behalf of the Landlord any major Works exceeding £500.00 + VAT	12% of the contractor's invoice
Arrangement of Insurance work or refurbishment work or purchase of replacement furniture	12% of the contractor's invoice
Abortive Check In Fee	£120.00
Property Inspections and Visits	
Additional visits made by the Agent to the property during the Tenancy Term at the specific request of the Landlord	£50.00 per property visit
Additional Property Visits to comply with the conditions of a property licence	£50.00 per property visit
Property Visits to Unoccupied Property	From £80.00 per property visit
Waiting at Property on behalf of the Landlord	£60.00 per hour
Licence application on behalf of the Landlord	£390.00 plus any reasonable expenses or disbursements
Administer Tax to HMRC for and on behalf of the Landlord	£15.00 per annum
Withdrawal Fee	Equivalent to 2 months' rent plus VAT applicable to Initial Period. Equivalent to 1 months' rent plus VAT applicable to Anniversary Period.

\*included in Managed Service

\*\*£30.00 arrangement Fee included in Managed Service