

Lettings Landlord Fees

	<u>Commission</u>	
Lettings and Management Service	16 % +VAT (19.2% inc VAT)	14% + VAT (16.8% inc VAT)
Lettings Service Only	10 %+ VAT (12% inc VAT)	8% +VAT (9.6% inc VAT)
Short Let Service including Management	25% + VAT (30% inc VAT)	25% + VAT (30% inc VAT)
Administration Fee	£250 +VAT (£300 inc VAT)	£250 + VAT (£300 inc VAT)
Referencing Fee (per person)	£50 (£60 inc VAT)	

Other charges:

Energy Performance Certificate fee (if Owner does not arrange one) - see 3.12.1	£99 +VAT (£118.80 inc VAT)
Inventory, check-in and -out fee (invoices provided)	Varies depending on the property
Abortive tenancy fee (aborted after agreements drawn up but before signing) – see 3.7	50% of full fee payable + expenses
Annual inspection fee (Management services only) – see condition 4.2	£100 + VAT (£120 inc VAT)
Overseas landlord fee if no HMRC approval to receive gross rent – see 3.17.3	£250 + VAT (£300 inc VAT)
Major works administration fee (if any works exceed £1,500) – see condition 6.6.2.7	10% of works invoice inc VAT
Professional cleaning (invoices provided) – see condition 3.8	Varies depending on the property
Exceptional or unusual duties as instructed by Owner/s – see condition 4.1	15% + VAT of the amount invoiced by the contractor or supplier overseen by the Agent
Legal proceedings – see condition 4.3	£350 + VAT (£420 inc VAT) per day or part day
Sale of the property to the tenant	1.25% (plus VAT) of the sale price