

# RICHARD KENDALL



## LETTING FEES EXPLAINED

Fully Managed Service		
<b>Marketing Fee:</b>	£420 inc VAT (£350 plus VAT). A non-refundable payment due when you sign our terms of business	
<b>Fully Managed Service:</b>	14.4% inc VAT (12%+VAT) of gross monthly rent payable throughout tenancy	
<b>Our Services Include</b>	To Let Board Property Portal Advertising Accompanied viewings Dedicated Tenancy Manager Preparing Assured Shorthold Tenancy Agreement Credit Checks, references Right to rent checks Smoke Alarm/ Carbon Monoxide test Inventory Receiving Rent from Tenant Management of rental property (minimum 12 month term)	
<b>Additional Services</b>	Energy Performance Certificate	£120 inc VAT (£100 plus VAT)
	Serving legal notices	£60 inc VAT (£50 plus VAT)
	Anti Money Laundering Checks	£36 inc VAT (£30 Plus VAT)
	Deposit Registration Administration Fee	£60 inc VAT (£50 plus VAT)
	Gas Safety Check	£90 inc VAT (£75 plus VAT) + £40 inc VAT admin fee
	Electrical Installation Condition Report	£150 inc VAT (£125 plus VAT) + £40 inc VAT admin fee
	Renewing Tenancy Agreement	£120 inc VAT (£100 plus VAT)
	Additional Tenancy amendments	£60 inc VAT (£50 plus VAT)
	Digital inspection report & Compliance check (recommended 2 per year)	£45 inc VAT (£37.50 plus VAT)
	Checkout Inspection & Digital report	£180 inc VAT (£150 plus VAT)
	Remarketing fee	£420 inc VAT (£350 plus VAT)
	Dispute service fee	£90 inc VAT (£75 plus VAT)
	Court Attendance	£300 inc VAT (£250 plus VAT)
	Balliff Attendance	£300 inc VAT (£250 plus VAT)
	Rent Review	£42 inc VAT (£35 plus VAT)
<b>Overseas Landlords</b>	4.8% inc VAT (4% plus VAT) of the overall rent payable per month	
<b>Rent Guarantee/ Legal Protection</b>	Payable monthly at £36.00 inc Vat (£30.00 plus Vat)	

SELF-MANAGING / LET ONLY		
<b>Marketing Fee:</b>	£180 inc VAT (£150 PLUS VAT). A non-refundable payment due when you sign our terms of business	
<b>Let Only Fee:</b>	90% inc VAT (75% plus VAT) of the first month's rent subject to minimum of £594 inc VAT (£495 plus VAT)	
<b>Our Services Include</b>	To Let Board Property Portal Advertising Accompanied viewings Preparing Assured Shorthold Tenancy Agreement Credit Checks, References Right to Rent Checks	
<b>Additional Services</b>	Anti Money Laundering Checks	£36 inc VAT (£30 plus VAT)
	Inventory (unfurnished)	£180 inc VAT (£150 plus VAT)
	Inventory (furnished)	£210 inc VAT (£175 plus VAT)
	Energy Performance Certificate	£120 inc VAT (£100 plus VAT)
	Utilities/ Council Tax	£18 inc VAT (£15 plus VAT) per utility
	Gas Safety Check	£90 inc VAT (£75 plus VAT) + £40 inc VAT admin fee
	Electrical Safety Check	£150 inc VAT (£125 plus VAT) + £40 inc VAT admin fee
	Additional safety checks	£120 inc vat (£100 plus VAT)
	Smoke alarm test	£33.60 inc VAT (£28 plus VAT)
	Serving legal notices	£60 inc vat (£50 plus VAT)
	Final check out & Digital report	£180 inc VAT (£150 plus VAT)
	Tenancy renewal	£120 inc VAT (£100 plus VAT)
	<b>Withdrawal Charge</b> Should you withdraw the Property from the rental market prior to completion of a tenancy to a suitable tenant, we will require a withdrawal charge of £200 including VAT (£166.67 plus VAT).	

ADDITIONAL SERVICES	
<b>Submission of Rent Guarantee Claim</b>	£60 inc VAT (£50 plus VAT)
<b>Cancellation of Management Admin Fee</b>	One and half month's rent plus VAT
<b>Buy to Let Advisory Service</b>	£300 inc VAT (£250 plus VAT)
<b>Property Acquisition Service</b>	3.6 % inc VAT (3% plus VAT) of purchase price
<b>Empty Property Management</b>	£120 inc VAT (£100 plus VAT) per calendar month plus £300.00 float
<b>Own Tenancy Agreement</b>	£114 inc VAT (£95 plus VAT)
<b>Additional visits for Managed Properties</b>	£126 inc VAT (£105 plus VAT)
<b>Additional visits Non-Managed Properties</b>	£150 inc VAT (£125 plus VAT)
<b>Re-service of Notices</b>	£150 inc VAT (£125 plus VAT)
<b>Statutory Declaration Fee</b>	£36 inc VAT (£30 plus VAT)
<b>Key Cutting</b>	£12 inc VAT (£10 plus VAT) per key plus £25 inc vat (£20 plus VAT) admin fee
<b>Landlord Withdrawal from Offer</b>	Expenses to a max of £450 inc VAT (£375 plus VAT) dependent on case
<b>Hourly Rate</b>	£60 inclusive of vat per hour (non senior staff member) £90 inclusive of vat (manager) £180 inclusive of vat (director)

Revised 19.08.2025

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