FEES TO LANDLORDS

Client Money Protection provided by:

Independent Redress:

propertymark
FEES TO LANDLORDS

Level of service offered

TENANT FIND: 9.6% of rent (inc VAT) (8% + VAT)

INCLUDES:
- Value property and provide marketing advice
- Prepare property details
- Fully market property including online, in-office and paper methods
- Accompanied viewings
- Full tenant referencing including: credit check, employment and previous landlord references
- Arrange an inventory and end of tenancy check out
- Collect agreed security deposit
- Deduct any pre-tenancy invoices
- Make any HMRC deduction and provide tenant with the NRL8 (if relevant)
- Erect a To Let board if applicable
- Carry out right to rent checks
- Check smoke alarms are present, in date and working on the move in day.

RENT COLLECTION: 12% of rent (inc VAT) (10% + VAT)

INCLUDES:
- All items within our Tenant Find Service plus:
  - Collect and remit the monthly rent received
  - Deduct commission monthly
  - Pursue non-payment of rent and provide advice on rent arrears actions
  - Make any HMRC deduction and provide tenant with the NRL8 (if relevant)
  - Provide detailed HMRC compliant monthly statement
  - Negotiate renewal at the end of the fixed term of tenancy
  - Provide 4 weeks free, pre-arranged management cover
  - Arrangement of annual gas safety certificate if applicable (plus the cost of the certificate)
  - Protect the deposit monies in line with regulations

FULLY MANAGED: 14.4% of rent (inc VAT) (12% + VAT)

INCLUDES:
- All items within our Tenant Find and Rent Collection Service plus:
  - Arrange routine repairs and instruct approved contractors
  - Regular property inspections including photographs and written report
  - Deduct cost of works from monthly rental income
  - Hold keys throughout the tenancy term
  - Negotiate return of deposit and any deductions required
  - Write to utility suppliers at end of the tenancy
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Additional fees and charges (irrespective of level of service)

SETUP FEE (LANDLORD’S SHARE): £250.00 (inc VAT)
Preparing tenancy agreement (amendments/additions after the paperwork has been raised are charged at £30.00 inc VAT per item) Register landlord and tenant details and protect the security deposit with a Government-authorised Scheme Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of start of tenancy

INVENTORY MAKE FEE (LANDLORD’S SHARE) Please ask a member of staff to see schedule
From £122.76 - £303.60 inc VAT
• Dependent on the number of bedrooms and/or size of the property and outbuildings

ENERGY PERFORMANCE CERTIFICATE AND FLOORPLAN: £118.80 arranging the EPC and floorplan

ADDITIONAL PROPERTY VISITS: £60.00 (inc VAT)
• To attend for specific requests such as neighbour disputes; more visits are required to monitor the tenancy; or any maintenance-linked visit

SUBMISSION OF NON-RESIDENT LANDLORDS RECEIPTS TO HMRC: £30.00 (inc VAT) quarterly
• To remit and balance the financial return to HMRC quarterly and respond to any specific query relating to the return from the landlord or HMRC

MANAGING A PROPERTY DURING A VOID PERIOD: 6% (inc VAT) of the last rent achieved.
• Arranging access and assessing costs with contractor
• Ensuring work has been carried out in accordance with the specification of works
• Retaining any warranty or guarantee as a result of any works

SITE VISITS OTHER THAN MAINTENANCE/Routine VISITS: £42.00 (inc VAT)

ADDITIONAL CONTRACTOR QUOTES: £24.00 (inc VAT) per quote.
• We will get a maximum of 2 quotes as standard. Any additional quotes will be charged as above.

RENT REVIEW FEE: £60.00 (inc VAT)
• Review rent in accordance with current prevailing market condition and advise the landlord
• Negotiate with tenant
• Direct tenant to make payment change as appropriate
• Update the tenancy agreement
• Serve Section 13 Notice if tenancy is on a rolling monthly basis

RENEWAL FEE (LANDLORD’S SHARE): £84.00 (inc VAT)
• Contract negotiation, amending and updating terms and arranging a further tenancy and agreement

CHECKOUT FEE: £105.60 - £254.76 (inc VAT)
• Agree with tenant check out date and time appointment
• Instruct inventory provider to attend
• Negotiate with landlord and tenant any disbursement of the security deposit
• Return deposit as agreed with landlord and tenant to relevant parties
• Remit any disputed amount to Scheme for final adjudication
• Unprotect security deposit
• Instruct contractors; obtain quotes; organise repairs/replacement/cost of any broken or missing items

COURT ATTENDANCE: £60.00 (inc VAT) per hour
PREPARING DISPUTE EVIDENCE: £60.00 (inc VAT)
ANNUAL TAX OR DUPLICATE STATEMENTS: £12.00 (inc VAT)
KEYS CUT: £12.00 (inc VAT) plus the cost of the keys
SMOKE ALARM/CO2 INSTALLATION: £25.00 plus the cost of the alarms

SECTION 21 NOTICE: £96.00 (inc VAT)
rasing and serving a section 21 notice for vacant possession of the property.

ACCOMPANYING CONTRACTOR VISITS: £60.00 (inc VAT)
When a member of staff is required to attend a property with a contractor

PROJECT MANAGING INSURANCE CLAIMS: £50.00 (inc VAT)
per hour

SHOPPING FEE: £30.00 (inc VAT) plus the cost of the item.

Client Money Protection is provided by Propertymark.
The redress scheme for The JNP Partnership is The Property Ombudsman Scheme.

propertymark.co.uk

Client Money Protection: Independent Redress: