

HOLMANS

— ESTATE AGENTS —

Schedule of Charges for Landlords

- Letting Only:** **Letting fee:** 75% + VAT of the first months' rent plus tenancy set-up fee.
- **Conducting an appraisal and agreeing the rental value**
 - **Erect a 'To Let' board at the property**
 - **Preparation of particulars and marketing material**
 - **Upload the property onto our website and online portals**
 - **Accompanied viewings**
 - **Tenant finding and tenancy negotiations**
 - **Collect and remit first months' rent**
 - **Provide tenant with method of payment**
 - **Deduct any pre-tenancy invoices**
 - **Collecting and protecting the deposit**
- Fully Managed:** 15% plus VAT of all rent collected plus tenancy set-up fee. Includes all of the above, plus the following:
- **Rent collection**
 - **Rent demands for arrears**
 - **Provision of monthly statements and yearly end statement if required**
 - **Dealing with maintenance issues and instructing contractors**
 - **Conducting periodic inspections of the property and producing reports**
 - **Renewals of safety certificates and EPC**
 - **Access to a landlord advice line**
 - **Immediate access to legislation changes so that you are fully compliant at all times**

 - *** Please note we do not charge a letting fee for our fully managed service**
- Tenancy set-up fee:** £600 per tenancy. Includes:
- **Comprehensive referencing for up to two tenants (Thorough financial checks, landlord references, employment verification, in depth credit checks, anti-fraud checks, anti-money laundering checks, ID & right to rent checks, provision of the satisfactory reference report.)**
 - **Preparation of Tenancy Agreement and all relevant legal paperwork**
 - **Inventory and Condition Report**
 - **Handing over of keys and signing of tenancy agreement**
- Legionella Risk Assessment:** £99.00

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Variation of the Contract: £60 including VAT per agreed variation for preparing a new tenancy agreement.

*Withdrawal fee prior to the tenancy commencing £500 including VAT to cover all of the above

Tenants Fee Obligations:

Holding Deposit: One weeks' rent

The property will be held for the tenant following this payment whilst references are being applied for and will be returned if references fail, however this reservation fee will be withheld if the prospective tenant withdraws from the tenancy, gives false or misleading information, or fails a right to rent check or fails to sign the tenant agreement within 14 days or other agrees deadlines.

Security Deposit: Five weeks' rent and will be returned subject to a final inspection at the end of the tenancy.

Variation of the Contract: £60 including VAT per agreed variation for preparing a new tenancy agreement

Early termination: The tenant would be liable for the landlord's costs in re-letting the property as well as all rent due under the tenancy up to the time of departure.

Charges to Companies for Company Lets:

Referencing fees: £168

Cost of tenancy agreement: £72

Inventory and Condition Report: £90