



WOOD & PILCHER

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WWW.ARLA.CO.UK

**CLIENT MONEY PROTECTION
(CMP) PROVIDED BY: ARLA**



**INDEPENDENT REDRESS
PROVIDED BY: TPOs**



FEES TO: LANDLORDS

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LEVEL OF SERVICE OFFERED:

Let Only: 8.4% of annual rent (Inc VAT)*

*Based on a 12 month tenancy. Please ask a member of staff for fees relating to varying lengths of tenancy

INCLUDES:

- Advise and agree the market rent
- Provide guidance on compliance with statutory provisions, letting consents and non-resident tax status (if relevant)
- Erect board outside property in accordance with Town and Country Planning Act 1990
- Market the property and advertise on relevant portals
- Carry out accompanied viewings
- Find a tenant in accordance with landlord guidelines
- Prepare tenancy agreement
- Collect security deposit and initial months' rent, deduct any pre-tenancy invoices and remit accordingly
- Make any HMRC deduction and provide tenant with the NRL8 (if relevant)
- Provide tenant with method of future rental payments

Part Managed: 15.6% of rent (Inc VAT)*

*Fee payable on collection of rent

INCLUDES:

- In addition to Let Only Service;
- Advise all relevant utility providers of changes
- Collect and remit the monthly rent received after deducting commission and other works, as agreed
- Pursue non-payment of rent and provide advice on rent arrears actions
- Undertake periodic property visits and notify landlord of the outcome
- Hold keys throughout the tenancy term
- Arrange Check Out and assess end of tenancy dilapidations

Fully Managed: 18% of rent (Inc VAT)*

*Fee payable on collection of rent

INCLUDES:

- In addition to Part Managed Service;
- Liaise with tenants on day to day management of the property
- Arrange routine repairs and instruct approved contractors (providing quotes where necessary)
- Arrange annual Gas Safety Record, where applicable

ADDITIONAL OPTIONAL & NON-OPTIONAL FEES AND CHARGES (IRRESPECTIVE OF LEVEL OF SERVICE):

Inventory & Schedule of Condition Fee

£200.00 (inc VAT) Example

• Dependent on the number of bedrooms and/or size of the property and outbuildings. (Fee charged at cost from Independent Clerk and price quoted is based on an average sized unfurnished 3 bedroom house. Please ask a member of staff for the cost of other sized properties)

Check In Fee

£125.00 (inc VAT) Example

• Dependent on the number of bedrooms and/or size of the property and outbuildings. (Fee charged at cost from Independent Clerk and price quoted is based on an average sized unfurnished 3 bedroom house. Please ask a member of staff for the cost of other sized properties)

...(continued)

#LOOKFORTHELOGO
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ADDITIONAL NON-OPTIONAL FEES AND CHARGES (IRRESPECTIVE OF LEVEL OF SERVICE):

Additional property visits: • To attend for specific requests such as neighbour disputes; more visits are required to monitor the tenancy; or any maintenance-linked visit	£50.00 (inc VAT)
Submission of non-resident landlords receipts to HMRC • 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	£60.00 (inc VAT) quarterly
Preparation of Tax Statement • To provide the financial return to nominated accountant annually	£60.00 (inc VAT) annually
Arrangement Fee for works or refurbishment over £1000.00: • Arranging access and assessing costs with contractor; • Retaining any warranty or guarantee as a result of any works	10% (inc VAT) of net cost
Obtaining more than two contractors quotes	£25.00 (inc VAT) per additional quote
Renewal Fee (landlords share) • Review rent in accordance with current prevailing market condition and advise the landlord • Negotiate with tenant • Direct tenant to make payment change as appropriate • Arrange necessary documentation	18% (inc VAT) of one months' rent
Abortive Tenancy Fee • Should you not wish to proceed with a tenancy following acceptance of an offer	£100.00 (inc VAT) per Tenant
Service of Section 21 Notice • Included within managed services	£75.00 (inc VAT)
Court Attendance Fee	£60.00 (inc VAT) per hour
Sale of Property	To a maximum of 3% (inc VAT) of the agreed sale price

IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF STAFF



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