

Fees Information for Landlords and Tenants

	Fee payable to Agent	Payable by
Letting Only (preparing particulars, advertising, conducting viewings, reference and credit checks, preparing of tenancy agreement)	£375 + VAT	Landlord
Letting & Rent Collection (as above plus collection of monthly rent)	10% + VAT	Landlord
Letting & Management (as above plus collection of monthly rent)	10% + VAT	Landlord
Management Only (management during existing tenancy)	10% + VAT	Landlord
Marketing (preparing particulars and advertising the property)	£150 + VAT	Landlord
Conducting viewings	No charge	Landlord
Taking references and conducting credit checks	£150 + VAT	Landlord
Energy Performance Certificate	£75 inc	Landlord
Gas Safety Check	£100 inc	Landlord
Electrical Safety Check	£150 inc	Landlord
Preparation of tenancy agreement (Landlord fee)	£150 + VAT	Landlord
Additional inspections (in addition to routine inspections under Management Service)	£20 + VAT	Landlord
Tenancy renewal fee (negotiating and documenting renewal) (Landlord fee)	£20 + VAT	Landlord
Permitted Payment – loss of keys, securing device	£50 + VAT	Tenant
Permitted Payment – early termination/ surrender	£50 + VAT	Tenant
Permitted Payment – change of sharer	£50 + VAT	Tenant
Permitted Payment – variation or novation of contract	£50 + VAT	Tenant