

EDWARD TAUB FEES TO: LANDLORDS

PART OF JOHN BRAY PROPERTY SERVICES

LEVEL OF SERVICE OFFERED:		
TENANT FIND (LET ONLY): 10% (+ VAT)	RENT COLLECTION: 12.5% (+ VAT)	FULLY MANAGED: 15% (+ VAT)
INCLUDES: <ul style="list-style-type: none"> • Collect and remit initial months' rent received • Agree collection of any shortfall and payment method • Provide tenant with method of payment • Deduct any pre-tenancy invoices • Make any HMRC deduction and provide tenant with the NRL8 (if relevant) 	INCLUDES: <ul style="list-style-type: none"> • Collect and remit the monthly rent received • Deduct commission and other works • Arrangement payments from rental for statutory requirements • Pursue non-payment of rent and provide advice on rent arrears actions 	INCLUDES: <ul style="list-style-type: none"> • Collect and remit the monthly rent received • Pursue non-payment of rent and provide advice on rent arrears actions • Deduct commission and other works • Advise all relevant utility providers of changes • Undertake three inspection visits per annum and notify landlord of the outcome • Arrange routine repairs and instruct approved contractors (providing two quotes when necessary) • Hold keys throughout the tenancy term
ADDITIONAL FEES AND CHARGES (IRRESPECTIVE OF LEVEL OF SERVICE):		
Setup Fee: £234 (inc VAT) (Non-Optional Fee) <ul style="list-style-type: none"> • Agree the market rent and find a tenant in accordance with the landlord guidelines; • Advice on refurbishment • Provide guidance on compliance with statutory provisions and letting consents • Market the property and advertise on relevant portals • Carry out accompanied viewings (as appropriate) • Referencing of the tenants including checking of the tenant right to rent status. • Erect board outside property in accordance with Town and Country Planning Act 1990 • Advise on non-resident tax status and HMRC (if relevant) 	Deposit Registration Fee: 1st Year £108 (inc VAT) Each year After £66 (inc VAT) (Non-Optional Fee) <ul style="list-style-type: none"> • Register landlord and tenant details and protect the security deposit with a Government-authorized Scheme • Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of start of tenancy • Additional property visits: £60 (inc VAT) • To attend for specific requests such as neighbour disputes; more visits are required to monitor the tenancy; or any maintenance linked visit 	Dealing With a Tenancy Extension: £108 (inc VAT) <ul style="list-style-type: none"> • Negotiation of the renewal tenancy • Preparation of the renewal documents and arrangement of signatures to the agreement.
Tenancy Agreement and Document Fee: £30 (inc VAT) (Non-Optional Fee) <ul style="list-style-type: none"> • Preparation of our comprehensive tenancy agreement and any other applicable agreements and arrangement of signatures to the agreement. 	Inventory and Check-in Fee: From £175 (inc VAT) <ul style="list-style-type: none"> • For an independent inventory company to prepare a comprehensive report along with photos to record the condition of the property and its fixtures, fittings and furnishings at the start of the tenancy. Price is dependent on the number of bedrooms and/or size of the property and outbuildings 	
Checkout Fee: From £90 (inc VAT) <ul style="list-style-type: none"> • For an independent inventory company to prepare a checkout report from the original inventory and schedule of condition, to include photographs, recording the condition of the property at the end of the tenancy compared to the start. 	Arrangement Fee for major works due on an insurance claim. 10% plus vat of net cost (Non-Optional Fee) <ul style="list-style-type: none"> • Liaising with insurance companies and loss assessors. • 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 	
Submission of non-resident landlords receipts to HMRC £36 (inc VAT) Annually (Non-Optional Fee) <ul style="list-style-type: none"> • 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 	For landlords that do not have an approval certificate. (Non-Optional Fee) <ul style="list-style-type: none"> • To prepare an NRL6 form £54 (inc vat). • To prepare quarterly returns for HMRC £300 per annum (inc vat) 	

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

CLIENT MONEY PROTECTION:
www.propertymark.co.uk

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INDEPENDENT REDRESS:
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