**LANDLORD FEES**

**Let Only Service:**

10% of rent + VAT (12% of rent inc VAT)

**Includes:**

* Finding a tenant
* Undertaking viewings
* Marketing and advertising on the relevant portals
* Providing tenant with method of payment
* Deducting any pre-tenancy invoices
* Make any HMRC deduction and provide tenant with the NRL8 (if relevant)

**Full Management Service:**

Our fees vary from 12.5% to 15% of rent + VAT (From 15% to 18% of rent inc VAT) deducted each rental period (usually monthly, or when the rent is received).

**Includes:**

* Finding a tenant
* Undertaking viewings
* Marketing and advertising on relevant portals
* Ensuring the landlord complies with their statutory obligations
* Collecting and forwarding the monthly rent received
* Pursuing non-payment of rent and providing advice on rent arrears actions
* Undertaking property visits and reporting to the landlord
* Arranging routine repairs and instructing approved contractors
* Advising on planned maintenance
* Holding keys throughout the tenancy term
* Deposit dilapidation negotiations

**Additional Landlord Fees:**

**Tenancy agreement fee:** £300 (inc VAT)

**Reference fee:** £50 (inc VAT) per tenant. Processing the application and referencing (ASTs only).

**Permitted occupier check fee: £**50 (inc VAT) per occupier over 18. We must check that every occupier over 18 has the legal right to rent in the UK (ASTs only).

**Guarantor fee:** £50 (inc VAT) per guarantor (if required). Processing the application and referencing (ASTs only).

**Guarantor Agreement:** £108 (inc VAT) **Renewal of Guarantor Agreement:** £90

**Deposit registration fee:** £36 (inc VAT). Registering landlord and tenant details and protecting the deposit with the My Deposits (ASTs only).

**Inventory cost:** From £100. The cost of the inventory and check in will be passed directly to the landlord from the inventory company used, dependent on the size and content of the property.

**Check out cost:** From £90. The cost of the check out will be passed directly to the landlord from the inventory company used and is dependent on the size and content of the property (ASTs only).

**Sale of the property to the tenant:**1% (plus VAT) of the sale price (1.2% of the sale price (inc VAT).

**Renewal of Tenancy Agreement charge:** £265 + VAT plus deposit registration charge (see above) or documenting the tenancy as a periodic tenancy: £60 inc VAT.

**Full Management renewal commission fee:** Renewal of Tenancy Agreement charge as above plus commission based on 12.5% to 15% of rent + VAT (From 15% to 18% of rent inc VAT) deducted for each rental period (usually monthly, or when the rent is received).

**Additional property visits:** £120 (inc VAT) per visit.

**Submission of non-resident landlords Annual Return to HMRC:** £250 (inc VAT) annually.

**Quarterly tax payment to HMRC (non-resident landlords):** £60 per quarter per landlord.

**Arrangement fee for refurbishments or planned maintenance works over and above day to day management (if managed) –**14.4% (inc VAT) of net cost (minimum fee of £180 including VAT). Arranging access and assessing costs with contractor, ensuring work has been carried out in accordance with agreed schedule of works, retaining any warranty or guarantee as a result of any works.

**Vacant Property Service (if instructed):** £48 inc VAT per visit. Visit to the property once a month or more frequently if agreed.

**Court or Tribunal attendance:** £120 per hour or £300 per hour (inc VAT) for a director + travel and other reasonable expenses.

**Service of Notices – S21, break notice or notice to quit:** £60 inc VAT per document (for Let Only as cost is included within Full Management Service)

**Arranging** **EPC / LGSR /** **EICR / smoke and CO alarm installation / key cutting**: £30 inc VAT + contractor’s cost (charged for Let Only as included in Full Management Service)

**Deposit transfer**: £120 (inc VAT) for the transfer of a deposit to another party during the tenancy.

For a comprehensive list of fees please refer to our Terms and Conditions. If you have any questions, please ask a member of our lettings and property management team. Karrison Property is a member of the Property Redress Scheme (Consumer Redress Scheme) and RICS Dispute Resolution Service (Business Redress Scheme) and has Client Money protection with RICS Client Money Protection Scheme.