

# Fees TO LANDLORDS

## TENANT INTRODUCTION

7.2% including VAT of a years rental income per tenancy

## MANAGEMENT FEES

12% of monthly rent including VAT

Set-up Fees: £600 including VAT per tenancy reducing to £420 including VAT per new tenancy.

To include inventory, tenancy agreement, tenant referencing and check-in

*Discounts may apply for multiple properties - please enquire.*

## FURTHER SERVICES

*Please note that some of the following costs are mandatory and must be carried out by law before the tenancy commences, we shall advise you appropriately.*

|  |  |
|--|--|
| <b>Annual Gas Safety Certificate</b>   | <b>As per Contractor Invoice</b>                             |
| <b>Energy Performance Certificate (EPC)</b>  | <b>As per Contractor Invoice</b>                             |
| <b>Electric Installation Condition Report (EICR Level 1 or 2)</b>  | <b>As per Contractor Invoice</b>                             |
| <b>Portable Appliance Testing (PAT)</b>  | <b>As per Contractor Invoice</b>                             |
| <b>Legionella Risk Assessment</b>  | <b>As per Contractor Invoice</b>                             |
| <b>Installing Carbon Monoxide alarms</b>   | <b>As per Contractor Invoice</b>                             |
| <b>Installing Smoke Alarms</b>   | <b>As per Contractor Invoice</b>                             |
| <b>Check-out and negotiation of deposit return</b>   | <b>Dependent upon property size, furnished / unfurnished</b> |
| <b>Renewal of Contracts</b>  | <b>£234 including VAT</b>                                    |
| <b>Annual TDS renewal</b><br>Applicable to Tenant Introduction   | <b>£36 including VAT</b>                                     |
| <b>Completion of Court Paperwork</b><br>For repossession of property and hand delivery of notices (not including Court fees) | <b>£90 including VAT</b>                                     |
| <b>Court Attendance</b>  | <b>£180 per hour including VAT</b>                           |
| <b>Proof of Ownership Land Registry Search</b><br>To prove ownership if required   | <b>£12 including VAT</b>                                     |
| <b>Requested additional property visits</b>  | <b>£60 including VAT</b>                                     |
| <b>Re-direction of post overseas</b>   | <b>As per postal rate</b>                                    |

In the event of changing from Full Management to Tenant Introduction a fee of 7.2% inc. VAT of one year's rent is applicable. Walmsley Residential Lettings Ltd are members of the Property Ombudsman Redress Scheme. Membership no. N3746 Through licenced membership of ARLA, full Client Money Protection is in place. Membership no. C0014626

If you have any questions on our fees, please ask a member of our staff



Walmsley

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## LEVELS OF SERVICE

|   | TENANT INTRO.     | MANAGED |
|---|-------------------|---------|
| <b>Valuation and marketing strategies</b><br>Photographs, option of drone photography, advertising boards where possible, viewings, etc.  | ✓                 | ✓       |
| <b>Referencing</b><br>ID checks, Right-to-Rent check, financial credit checks, references from current or previous employers, landlord, etc.  | ✓                 | ✓       |
| <b>Contract negotiation</b><br>Amending and agreeing terms  | ✓                 | ✓       |
| <b>Inventory preparation and check-in</b><br>Testing smoke and CO alarms, condition check including photographs, basic legionella testing, opening meter reads and updating suppliers/local authority (Council tax) | ✓                 | ✓       |
| <b>Quarterly house visits and compilation of report with photography</b>  | £60 including VAT | ✓       |
| <b>Administration of maintenance, arranging access and processing invoices</b>  |                   | ✓       |
| <b>Collection and transfer of initial months' rent</b>  | ✓                 | ✓       |
| <b>Demand, collection and transfer the monthly rent</b>   |                   | ✓       |
| <b>Hold keys throughout the tenancy term</b>  |                   | ✓       |
| <b>Annual deposit registration</b><br>Via TDS   | £36 including VAT | ✓       |
| <b>Tenancy agreement preparation and all associated Deregulation paperwork</b>  | ✓                 | ✓       |
| <b>Dealing with general enquiries during tenancy</b>  |                   | ✓       |
| <b>Coin meter collection</b>  |                   | ✓       |
| <b>Limited Tax Advice</b><br>We always strongly recommend to also consult a Tax accountant  | ✓                 | ✓       |
| <b>Legal updates during tenancy</b>   |                   | ✓       |
| <b>Advice and quotations required for property upgrades during tenancy</b>  |                   | ✓       |
| <b>Court paperwork and attendance</b><br>Further service fee applies  |                   | ✓       |
| <b>HMO Management</b>   |                   | ✓       |
| <b>Arrangement for renewal of appropriate legal documentation to include EPC, Gas certificate, EICR, PATs</b>   |                   | ✓       |

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