

SCHEDULE OF FEES

We have a range of packages for Landlords that allow you to choose and pay just for the services you need.

From day-to-day management to simply finding the perfect tenant our flexibility and choice means our fees are competitive.

All 3 packages include:

- Contact negotiation
- Agreeing terms
- The tenancy agreement
- Registering the deposit with the DPS

OUR LETTING SERVICES	FULL MANAGEMENT SERVICE	RENT COLLECTION SERVICE	TENANT ONLY FINDING SERVICE
Visiting your property and supplying a current rental appraisal	✓	✓	✓
Advising on current legislation and legal aspects of letting	✓	✓	✓
Preparing particulars of the property including digital photographs	✓	✓	✓
Advertising on our website and Rightmove	✓	✓	✓
Accompanied viewings	✓	✓	✓
Interviewing prospective tenants	✓	✓	✓
Taking up independent references including a credit check and right2rent check	✓	✓	✓
Drawing up a Tenancy Agreement	✓	✓	✓
Arranging an inventory schedule of condition for the property ¹	✓	✓	✓
Collecting deposit and registering the deposit with the Deposit Protection Scheme(DPS) ² and providing a copy of the prescribed information	✓	✓	✓
Collecting the rent payments and forwarding to the Landlord, with a monthly statement	✓	✓	✓
Arrangement of repairs and maintenance on your behalf as per your instructions	✓	✓	Collection of the first month's rental ONLY (less cost of fees)
Carrying out periodic management visits	✓		
At tenancy end, We will arrange for the check-out to be completed by an independent inventory clerk and will arrange the return of the deposit.	✓		

FEES

PRICES BELOW ARE INCLUSIVE OF VAT

- Fully Managed - **12% (inc VAT)** of monthly rent
- Rent Collect - **9.6% (inc VAT)** of monthly rent
- Tenant Find Service - **78% (inc VAT)** of the first month's rent only. Subject to a minimum fee of £600 inc VAT on a 12 month contract , for longer agreements please see below*
- Set up fee for all tenancies - **£480 (inc VAT)** this covers referencing, credit checks, Right to Rent checks, drafting of the AST, registering the deposit & issuing prescribed information.

* 1 months rent plus VAT for a 24 month contract, and 1.5 months rent plus VAT for a 36 month contract. For example if the rent was £1000 pcm the fees for 12 months would be £780.00 Inc VAT

SCHEDULE OF FEES CONT.

MARKETING	COST
EPC (Energy Performance Certificate) plus property floor plan	£84 inc. VAT
Professional photographs if paid directly, if paid via ourselves VAT is payable	£100 no VAT
Gas Safety certificate - Based on a two bedroom flat with one gas fire. Additional charges apply for every appliance that requires testing	£72 inc. VAT £102 inc. VAT to include Boiler Service

RENEWALS
Tenant find properties - Renewal of a tenancy is 30% (inc. VAT) of the first months rent, per 12 month term
Managed Properties - No charge

¹ This is paid for by the Landlord - Min. fee £75.00 +VAT. The fee charged will be subject to the size of the property and dependent on the level of furnishing. The above fee is based on a typical two bedroom unfurnished property. ² Deposit is usually six weeks rent.

INVENTORY COST AND CHECK OUT COSTS (INC VAT)

Size of property	Unfurnished	Furnished
1 bed	£75	£95
2 bed	£114	£125
3 bed	£125	£145
4 bed	£150	£175
5 bed	£175	£195
6 bed	£195	£210

Prices shown are for a typical property of this type. This usually includes a hall, living room, bedrooms, kitchen and main bathroom. Additional rooms at a price of £12 (inc VAT) each.

REDRESS SCHEME

Philippa Sole Lettings is a member of The Property Ombudsman