

LETTINGS SERVICE FEES





LANDLORD FEES 2026

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FULLY MANAGED SERVICE

SET UP PACKAGE

– £450 inc VAT

- Advertise property to let
- Take applications
- Take up references
- Prepare tenancy agreement
- See tenant into property
- Arrange Energy Performance Certificate (EPC) – £99 inc VAT

Withdrawal charge once marketing has commenced – £250 inc VAT

MANAGEMENT PACKAGE

– 15% plus VAT (equivalent to 18%) of monthly rent

- Register and manage deposit
- Prepare photographic inventory
- Add Lenders Requirements to tenancy agreement
- Ensure property is compliant with current letting regulations
- Collect rent from tenant and pay landlord within 5 working days of receiving the rent
- Contact the tenant twice to pursue late payments of rent
- Prepare landlord statements
- Inform utility companies at beginning and end of tenancy
- Inspect property quarterly
- Re. repairs and alterations:
 - Inform landlord of necessary repairs
 - Obtain quotes
 - Instruct trades person
 - Ensure work is carried out in a satisfactory manner
 - Organise payment of invoice from landlord funds
- Provide monitored 24hr telephone contact number for tenant and landlord
- Serve notice at end of tenancy
- Final inspection after tenancy has ceased
- Organise minor repairs/redecoration etc between tenancies
- Prepare overseas landlords tax statements where necessary





FIND A TENANT ONLY

SET UP PACKAGE

– £695 inc VAT

- Advertise property to let
- Take applications
- Take up references
- Prepare tenancy agreement
- See tenant into property
- Arrange Energy Performance Certificate (EPC) – £99 inc VAT
- Accompany viewings – £12 inc VAT per visit to the property

Withdrawal charge once marketing has commenced – £250 inc VAT

ADDITIONAL SERVICES*

- To register deposit and transfer to landlord account – £50 inc VAT.
- To prepare photographic inventory (check in and out):
 - 1-2 bedrooms – £120 inc VAT
 - 3 bedrooms + – £160 inc VAT
- To serve tenant with notice – £120 inc VAT
- To add Lenders Requirements to tenancy agreement – £50 inc VAT per hour
- To inspect the property during the tenancy – £90 inc VAT per visit

There will be an additional administration charge of £25 inc VAT for organising each of necessary compliance certificates & Housing Health and Safety Standards (breach corrections). This charge is in addition to the invoice from the supplier.





MONTHLY RENT COLLECTION ONLY

SET UP PACKAGE

– £500 inc VAT

- Advertise property to let
- Take applications
- Take up references
- Prepare tenancy agreement
- See tenant into property
- Arrange Energy Performance Certificate (EPC)
- Accompany viewings

– £99 inc VAT

– £12 inc VAT per visit to the property

To Withdrawal charge once marketing has commenced

– £250 inc VAT

ADDITIONAL SERVICES*

- To register deposit and transfer to landlord account – £50 inc VAT.
- To prepare photographic inventory (check in and out):
 - 1-2 bedrooms – £120 inc VAT
 - 3 bedrooms + – £160 inc VAT
- To serve tenant with notice – £120 inc VAT
- To add Lenders Requirements to tenancy agreement – £50 inc VAT per hour
- To inspect the property during the tenancy – £90 inc VAT per visit
- To prepare annual landlord statement – £60 inc VAT
- To provide a rent review – £125 inc VAT

There will be an additional administration charge of £25 inc VAT for organising each of necessary compliance certificates & Housing Health and Safety Standards (breach corrections). This charge is in addition to the invoice from the supplier.

RENT COLLECTION PACKAGE

– 6.5% plus VAT (equivalent to 7.8%) of monthly rent

- To collect rent from tenant and pay landlord within 5 working days of receiving the rent
- Contact the tenant twice to pursue late rent payments