

# Landlord Fees

Client money protection scheme:



Independent redress provided by:



Level of service:

Additional non-optional fees and charges:

## Let only: 8% of rent + VAT

- advertise your property
- source suitable and reliable tenants
- arrange and attending viewings
- obtain references
- conduct credit checks
- provide you with information on the latest safety regulations
- organise and manage the collection of the tenant's deposit.

## Rent collection: 10% of rent + VAT

In addition to above, we:

- collect the rent
- transfer the rental income to your account and provide you with statements of account.

## Full management: 12.5% of rent + VAT

In addition to all above, we:

- arrange any necessary repairs
- inspect the property bi-annually and feed back any comments to you
- provide tenants with notice at the end of the tenancy.

## Set-up Fee £210 (inc VAT)

- agree the market rent and find a tenant in accordance with the landlord guidelines
- advise on refurbishment
- provide guidance on compliance with statutory provisions and letting consents
- carry out accompanied viewings
- market the property and advertise on relevant portals
- erect board outside property in accordance with Town and Country Planning Act 1990
- advise on non-resident tax status and HMRC (if relevant).

## New Inventory and Check Fee £270 (inc VAT)

- agree tenant check out date and time
- instruct inventory provider to attend
- an inventory and schedule of condition is essential prior to the re-let or management of your premises, in order to reduce the risk of a dispute arising in respect of the security deposit, whether they are let on a furnished or unfurnished basis.
- inventories should, where applicable, show that furnishings and electrical equipment comply with current legislation.
- Gordon & Co. will arrange for an inventory clerk to attend on your behalf, in which the cost of the preparation of the inventory and schedule of condition is borne by the Landlord.

## Checkout Fee £150 (inc VAT)

- agree tenant check out date and time
- instruct inventory provider to attend
- negotiate with landlord and tenant any disbursement of the security deposit (Full Management service only)
- return deposit as agreed with landlord and tenant to relevant parties
- remit any disputed amount to Scheme for final adjudication
- unprotect security deposit
- instruct contractors; obtain quotes; organise repairs/replacement/cost of any broken or missing item (Full Management service only).

## Deposit Registration Fee £18 (inc VAT)

- 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 the start of the tenancy.

## Landlord Renewal Fee £120 (inc VAT)

- contract negotiation, amending and updating terms and arranging a further tenancy and agreement.

Should you wish to obtain any further information regarding our full comprehensive service range on offer, please take the opportunity to speak with a member of our team.