

Letting, renewal and receiving rent:

13.2%* of rent for the whole time your tenant stays in the property

We'll:

- Discuss local market conditions
- Advise on preparing your property for letting
- Keep you up to date on compliance and health & safety
- Put up a To Let board
- Market the property and advertise on relevant portals
- Arrange and accompany viewings
- Collect & hold the deposit
- Ask tenants to set up rent payments and pass monies on
- Make any necessary HMRC deduction
- Chase late rent payments
- Discuss renewal or termination

Short Lets (less than six months) 24% of rent

Minimum Fee London Region £1,800 *
Minimum Fee Other Regions £1,200 *

Letting, renewal, receiving rent and management:

20.4% * of rent for the whole time your tenant stays in the property

In addition to the letting, renewal and receiving rent services we'll:

- Deal with day to day management including repairs
- Give utility suppliers meter readings when the tenancy starts and ends
- Hold a working fund and make payments
- Organise the following safety checks; gas safety record, electrical safety tests, smoke and carbon monoxide alarms
- Visit the property at least once a year
- Provide an emergency out of hours service
- Manage the end of tenancy process and deposit return

Minimum Fee London Region £3,000 *
Minimum Fee Other Regions £2,400 *

Inclusive letting, renewal, receiving rent and management *

In addition to the above we'll:

Facilitate inclusive utilities, telecoms and furnishings as needed 21.6% of rent

Minimum Fee London Region £3,500 *
Minimum Fee Other Regions £2,900 *

Short Lets (less than six months) 30% of rent

Management Only Service £600 handover **
and 7.2% of rent payable
Minimum Fee £1,800

Vacant management
(before you let or between tenancies)
This depends on what you need: Minimum monthly fee £120

Pre letting service (visual check) £600

Sale of Property
(including sales progression) 2.4% of the agreed sale price

Extra optional and non-optional fees & charges

Tenancy Paperwork (landlord's share) £246
Contract negotiation (amending and agreeing terms) and arranging the tenancy.

Right to Rent Checks
Initial per person £30
Follow up (included for our managed clients) per person £50

Land Registry £4.80

Head lease from Land Registry £4.80

Deposit registration £48 per year

Transferring deposit to landlord or other agent during tenancy £120

References during tenancy or at renewal £39

Change of ownership set up £120 per property
to a maximum charge of £600

Helping with deposit adjudication £120 per hour

Additional HMO or selective licensing
Application handling £300
Annual license holding £120 per year

Making an inventory and check-in Minimum £180
to a maximum of £1,140

Larger properties may be at an additional cost.

Inventory arrangement per booking
(included for managed landlords) £60

HMO visits and/or any additional property visits £120 per visit

Arranging works or refurbishment over £1,000
This includes: arrange access, contractor quotes, checking works against job specification, holding works warranties and guarantees 14.4% of net cost

Quarterly return to HMRC £120 per landlord
Consolidated statement £30 per copy

Tenancy renewal paperwork (landlord's share)
Contract negotiation and arranging necessary documentation £120 + commission

Cancelling a let before the tenant moves in £350 + costs

Preparing and serving notices
• Section 13 Notice: £50
• Section 21 Notice: £50

The service of S21 notice is included for our managed clients

Meeting third parties for insurance claims £120 per hour

Attending court £120 per hour
or £240 per hour for a Director

Making a payment outside the UK £30

Making a same day payment in the UK £30

Interest on unpaid commission or other monies due at 4%
above Barclays Bank base rate

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

Landlord Fees

All fees and charges are shown inc VAT



tenancydepositscheme.com

Client money protection (CMP)
provided by ARLA Propertymark



propertymark.co.uk



Fine & Country Richmond Limited is a member of The Property Redress Scheme.
Fine & Country Richmond Limited has client money protection insurance provided by Propertymark.