



# FEES TO LANDLORDS

Client Money Protection provided by:



Independent Redress:



propertymark

## FEES TO LANDLORDS

### Level of service offered

#### FULL MANAGEMENT SERVICE

**100% of One Month's Rent (incl VAT)\***

**Then 12% of Rent Per Month (Plus VAT)\*\***

##### INCLUDES:

- Advertising incl floorplans, photography, virtual viewing video
- 100% Accompanied Viewings
- Inventory and Agreements
- Collect and remit initial month's rent received and log Deposit
- Tenant Reference and Legal ID Checks
- Collect and remit the monthly rent received
- Pursue non-payment of rent and provide advice on rent arrears actions
- Deduct commission and other works
- Advise all relevant utility providers of changes
- Undertake two inspection visits per annum and notify the Landlord of the outcome
- Arrange routine repairs and instruct approved contractors (providing two quotes)
- Hold keys throughout the tenancy term
- Provide the Landlord with access to our online system to view payments, repairs etc

\*For illustration purposes a rent of £600 per month would result in a commission fee of £500 plus £100 VAT resulting in a total fee of £600

\*\* Meaning a total fee of 14.4% including VAT

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#### LET ONLY SERVICE

**100% of One Month's Rent (incl VAT)\***

##### INCLUDES:

- Advertising incl floorplans, photography, virtual viewing video
- 100% Accompanied Viewings
- Inventory and Agreements
- Collect and remit initial month's rent received and log Deposit
- Tenant Reference and Legal ID Checks

\*For illustration purposes a rent of £600 per month would result in a commission fee of £500 plus £100 VAT resulting in a total fee of £600



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[www.sealeys.co.uk](http://www.sealeys.co.uk)

### Additional non-optional fees and charges (irrespective of level of service)

#### SETUP FEE: INCLUDED IN LETTING FEE

- 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 (as appropriate)
- 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)

#### INVENTORY FEE: INCLUDED IN LETTING FEE

#### DEPOSIT REGISTRATION FEE: INCLUDED IN LETTING FEE

- Register landlord and tenant details and protect the security deposit with a Government-authorised Scheme
- Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of start of tenancy

#### ADDITIONAL PROPERTY VISITS: INCLUDED IN FULLY MANAGED PACKAGE

- To attend for specific requests such as neighbour disputes; more visits are required to monitor the tenancy; or any maintenance-linked visit

#### MAJOR WORKS & WORKS ON VACANT PROPERTIES FEE:

£ 36 per hour (incl VAT)

- Arranging access and assessing costs with contractor;
- Ensuring work has been carried out in accordance with the specification of works
- Retaining any warranty or guarantee as a result of any works

#### OBTAINING MORE THAN TWO CONTRACTOR QUOTES £36 (incl VAT) per quote

#### RENT REVIEW FEE: NO CHARGE ON FULL MANAGEMENT

- Review rent in accordance with current prevailing market condition and advise the landlord
- Negotiate with tenant
- Direct tenant to make payment change as appropriate
- Update the tenancy agreement
- Serve Section 13 Notice if tenancy is on a rolling monthly basis

#### TENANCY RENEWAL FEE: £240 (incl VAT) CONTRACT ONLY: £600 (incl VAT)

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

#### CHECKOUT FEE: NO CHARGE ON FULL MANAGEMENT

- Agree with tenant check out date and time appointment
- Negotiate with landlord and tenant any disbursement of the security deposit
- 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 items

#### DUPLICATE STATEMENTS: £12 (incl VAT)

#### DEALING WITH LANDLORD'S INSURANCE CLAIMS: £150 (incl VAT)