

LANDLORD FEES SCHEDULE



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<p><u>Rent Collection</u></p> <p>8% + VAT of Rent</p>	<p>Upfront Cost £780 (Inc VAT) For Any Sized Property</p> <p>Services includes:</p> <ul style="list-style-type: none">• Find suitable Tenants• Rent Guarantee cover (For the First Year)• Registering the Deposit Protection• Tenancy Agreement
<p><u>Management Service</u></p> <p>10% + VAT of Rent</p>	<p>Upfront Cost £1050 (Inc VAT) For Any Sized Property</p> <p>Services includes:</p> <ul style="list-style-type: none">• Find suitable Tenants• Rent Guarantee cover (For the First Year)• Registering the Deposit Protection• Tenancy Agreement• Check – in Inventory Report• Property Inspections (2 inspections per annum)
<p><u>Fully Comprehensive Management Service</u></p> <p>17.5% + VAT of Rent</p>	<p>No upfront Cost for Any Sized Property</p> <p>Services includes:</p> <ul style="list-style-type: none">• Find suitable Tenants• Rent Guarantee cover (Inclusive)• Registering the Deposit Protection• Tenancy Agreement• Check – in Inventory Report• Property Inspections (2 inspections per annum) <p>(Minimum term of 12 months applies to all these services)</p>

Tenant finding Service Only

Services includes:

1 Bed Flat/Studio	£920.00 (Inc VAT)
2 Bed Flat/House	£1130.00 (Inc VAT)
3 Bed Flat/House	£1290.00 (Inc VAT)
4 Bed Flat/House	£1490.00 (Inc VAT)
5 Bed House	£1590.00 (Inc VAT)

- Advertising your property on major portals
- Registering the Deposit Protection
- Carrying out unlimited viewings
- Screening and selecting prospective tenants
- Taking up references, credit and right to rent checks
- Collection of first advance rental and security deposit
- Drawing up assured shorthold tenancy agreement
- Issuing supporting legal documents required

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ADDITIONAL NON-OPTIONAL
FEES AND CHARGES

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PRE-TENANCY FEES

<p>Gas Safety Certificate</p> <p>£108.00 (Inc. VAT)</p>	<p>Energy Performance Certificate (EPC)</p> <p>£96.00 (Inc. VAT)</p>
<p>Legionella Risk Assessment & Certificate</p> <p>£160 (Inc. VAT) per tenancy</p>	<p>Electrical Installation Condition Report</p> <p>£250.00 (Inc. VAT)</p>
<p>Portable Appliance Testing (PAT)</p> <p>£75.00 (Inc. VAT) per 15 Items</p>	<p>Installing Smoke Alarms</p> <p>£84.00 each (Inc. VAT)</p>

Accompanied / Unaccompanied - Check-in Fees:

Room	£120.00 (Inc. VAT)
1 bedroom / Studio	£190.00 (Inc. VAT)
2 bedrooms	£220.00 (Inc. VAT)
3 bedrooms	£240.00 (Inc. VAT)
4 bedrooms	£265.00 (Inc. VAT)
5 bedrooms	£300.00 (Inc. VAT)

Attending the property to welcome the tenant(s), confirm the Inventory and Schedule of Condition, explain the operation of appliances, highlight the location of utility meters, stop-cocks etc. and test that all smoke alarms and carbon monoxide detectors are present and in working order. This is subject to an approved Inventory as above.

For Rent Collection only

START OF TENANCY FEES

<p>Registration of Security Deposit</p> <p>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 the tenancy start date.</p> <p>£36.00 (Inc. VAT)</p>	<p>Landlord Withdrawal Fees (Before move-in)</p> <p>To cover the costs associated with the marketing, advertising and tenancy set-up should the landlord withdraw from the tenancy before it has started.</p> <p>£120.00 (Inc. VAT)</p>
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DURING TENANCIES

<p>Additional Inspection Checks</p> <p>Should the landlord request property visits in addition to those within their existing Terms of Business, this covers the costs of attending the property</p> <p>£180.00 (Inc. VAT) per visit</p>	<p>Rent Review Fees</p> <p>Review rent in accordance with current prevailing market conditions and advise the landlord, negotiate with the tenant(s), direct tenant(s) to make payment change as appropriate, update the tenancy agreement and serve a Section 13 Notice if the tenancy is on a periodic basis</p> <p>£100.00 (Inc. VAT) per tenancy</p>
<p>Tenancy Agreement Renewals</p> <p>Contract negotiation, amending and updating terms and arranging for the signing of a further tenancy agreement.</p> <p>(No change for tenant finding / management services)</p> <p>£240.00 (Inc. VAT) per tenancy</p>	<p>Right-to-Rent Follow-Up check</p> <p>Undertaking a repeat check in person on a time-limited visa in accordance with the Immigration Acts 2014 and 2016. Notifying the Home Office should an illegal overstayer be identified. This does not apply to a Tenant-Find service.</p> <p>£60.00 (Inc. VAT) per check</p>
<p>Landlord Withdrawal Fees (during tenancy)</p> <p>To cover the costs associated with advising the tenant on the change and the position of the security deposit, transferring the security deposit to the landlord or new agent, notifying all utility providers and local authority (where necessary) and returning all relevant documents held by the agent to the landlord. This does not apply to a Tenant-Find service.</p> <p>£150.00(Inc. VAT) per tenancy</p>	<p>Arrangement fees for works</p> <p>Arranging access and assessing the costs with any contractors, ensuring work has been carried out in accordance with the Specification of Works and retaining any resulting warranty or guarantee. Fully Managed service only.</p> <p>Over £300.00 - 10 % of net cost (Inc VAT)</p>
<p>Rent Guarantee Cover (12 months)</p> <p>£300.00 (Inc. VAT)</p>	<p>Redirection of Mail Overseas</p> <p>Cost of Postage</p>

END OF TENANCIES

Check - out Inventory Report

£180.00 (Inc. VAT)

Serving of Section 21 hand delivered witnessed with photographic evidence

£240.00 (Inc. VAT)

Obtaining Estimates & Co-Ordination of Works

10% of VAT of Cost of Actual Works carried out

Court Attendance Fees

£150.00 (Inc. VAT) per hour

Tenancy Dispute Fee

The costs associated with the preparation of all evidence and submitting the case to the tenancy deposit scheme as well as dealing with all correspondence relating to the dispute. This only applies where the agent has protected the deposit.

£120.00 (Inc. VAT)

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

CLIENT MONEY PROTECTION
www.propertymark.co.uk

propertymark

INDEPENDENT REDRESS:
www.tpos.co.uk



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ADDITIONAL NON-OPTIONAL FEES AND CHARGES

FINANCIAL CHARGES

Contractor Commission

Rent Guarantee Insurance	£50.00
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Submission of Non-Resident Landlord receipt to HMRC

To remit and balance the financial Return to HMRC on both a quarterly and annual basis.

£50.00 (Inc. VAT) quarterly

Additional HMRC Reporting Fees

Responding to any specific queries relation to either the quarterly or annual Return from either the landlord or HMRC

£100.00 (Inc. VAT)

OTHER FEES AND CHARGES

Obtaining More than three contractor quotes

Fully Managed service only

£60.00 (Inc. VAT)

Vacant Property Management Fees

To cover the costs associated with visiting the property to undertake visuals checks on the inside and outside at a frequency mutually agreed with the landlord.

£180.00 (Inc. VAT)

Management Take-Over Fees

To cover the costs associated with taking over the management of an ongoing tenancy, ensuring all statutory compliance has been undertaken, confirming everything under "Set-up Fees" above, receiving and protecting the security deposit and providing all necessary legal documentation to the tenant.

£300.00 (Inc. VAT)

Deposit Transfer Fees

Should the landlord request any changes to a protected deposit during a tenancy, this covers the costs associated with legal compliance for said request.

£90.00 (Inc. VAT)