

# Fees to Landlords.

For level of services provided:

\*All fees are subject to VAT



HARRINGTON BROWN

Your Local Property Expert

## Tenant find service:

1 months rent (£850 maximum)

### Includes:

- Finding a tenant in accordance with landlords guidelines.
- Carry out accompanied viewings if required.
- Marketing the property on property portals, photographs and erecting 'to let' board.
- Carry out tenant reference checks.

## Fully managed service:

1 months rent (£850 maximum) PLUS  
12% of monthly rent (£50 minimum charge)

### Includes all of the tenant find service PLUS

- Collect deposit and place in deposit protection scheme.
- Collect and remit the monthly rent received.
- Carry out move in inspection.
- Carry out meter readings at beginning and end of tenancy.
- Checking smoke and CO alarms and advise landlord of failures.
- Carry out midterm property inspection and notify landlord of outcome.
- Monitor compliance requirements and ensure statutory obligations are complied with.
- Pursue non-payment of rent and advise on rent arrears actions.
- Arrange necessary or routine repairs and instruct approved contractors on landlords behalf.
- Keep regular contact with tenant.
- Holding of keys during the tenancy.
- Provide notification of non-resident tax status.
- Carry out move out inspection and negotiate deposit dilapidation disputes.

Please contact a member of our small team to discuss any of our fees or if you have any further questions on lettings with Harrington Brown.

Note that we are members of the property redress scheme.



# Fees to Landlords.

## Additional fees and charges:

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### Tenancy agreement fee:

£140 (Included in Fully managed service)

Includes drawing up the tenancy agreement between parties and issuing copies of relevant paperwork.

### Reference / credit check fee:

£25 (Included in Fully managed service)

Processing the credit check application and referencing. (£15 per additional occupants over 18.)

### Deposit Registration Fee:

£25 (Included in Fully managed service)

Registering both landlord and tenant details on the Tenancy Deposit Protection scheme.

### Inspection Fee:

£75 (Included in Fully managed service)

Carry out internal and external inspection (with photos) prior to move in at start of tenancy. Record meter readings.

### Check Out Fee:

£75 (Included in Fully managed service)

Carry out internal and external inspection (with photos) prior to move in at start of tenancy. Record meter readings. Advise landlord of any disbursement of deposit.

### Additional property visits:

£75 per visit (non-managed properties)

£25 per visit (managed properties)

Visit the property for specific requests by landlord or maintenance linked visits.

### Sale of property to the tenant:

1% of the sale price.

Negotiating the sale of the property to a sitting tenant.

### Refurbishment arrangement fee over and above general management:

10% of net cost of works. (Minimum £55)

Arranging and preparing costs with contractor and ensuring work has been carried out in accordance with the specification of work agreed with the landlord. Retain any warranty and guarantee of any works and follow up with contractor any issues within warranty period.

### Vacant property inspection (if requested):

£50 per visit.

Visit the property at a frequency agreed with the landlord at a cost per visit, advise any issues and concerns with landlord.

### Take over management fee:

£250

This fee is to be charged for take over of management service from another letting agent, fee will cover property visit, smoke alarm check and new tenancy agreement.

### Withdrawal Fee (Before start of tenancy):

£350

When landlord terminates an agreement prior to start of tenancy, covers costs incurred for marketing and set up of agreement.

### Court Attendance:

£250 + expenses

In the unavoidable event that Harrington Brown have to represent you the landlord in court.

### Arranging and obtaining EPC:

£85

Includes the cost of the EPC.

### Other service costs / fees:

We can arrange & supply the following service on your behalf

- £75: Gas Safety Certificate – CP12.
- £180: Electrical Testing Certificate – EICR
- £85: Energy Performance Certificate - EPC
- £40: Portable Appliance Test (PAT) for up to 10 appliances + Electrical Installation Condition Report.
- £50: Installation of smoke and CO detectors / alarms.
- £95: Water and Bacterial Testing (Legionella).

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## Before the start of tenancy.

**Holding Deposit.**

1 Weeks Rent.

This will hold the property to allow relevant paperwork and referencing checks to be carried out prior to the start of tenancy. The holding deposit will be deducted from the first rental payment on commencement of tenancy.

**Deposit.**

Equivalent to 5 weeks rent.

This will be deposited and protected with the Deposit Protection Scheme (DPS). Deposit will be returned at end of tenancy in accordance with the terms of the tenancy agreement.

## During the tenancy.

**Tenancy Amendment fee. (If requested)**

£140

Cover charge for amending the terms and/or updating the tenancy agreement during the tenancy.

## End of tenancy / Other Charges.

**Professional Cleaning fee.**

As per charge of the cleaning company.

If cleaning has not been carried out at the end of the tenancy to return the property to same condition as on move in, this charge will be deducted from the deposit if not paid directly. Harrington Brown make no additional charges above that invoiced.

**Rent Arrears.**

Charged at 3%, 14 days after due date of the rent.

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