

## Landlord Fees

### Commissions, Fees and Charges

| Description  | Excluding VAT | Including VAT |
|--|---------------|---------------|
| • Fully Managed Service (per month while occupied) | 12% of rent   | 14.4% of rent |
| • Rent Management                                  | 10% of rent   | 12% of rent   |
| • Tenant Find Only Service                         | £500          | £600          |

### Initial Charges

| Description   | Excluding VAT | Including VAT |
|---|---------------|---------------|
| • Energy Performance Certificate (depends on size of property)    | From £60      | From £72      |
| • Tenancy Agreement preparation charge                            | £200          | £240          |
| • Marketing Fee   | £75           | £90           |
| • Unfurnished Inventory preparation charge                        | From £150     | From £180     |
| • Furnished Inventory preparation charge                          | From £180     | From £216     |
| • Check out and final inspection                                  | £100          | £120          |
| • Tenant References and Right to Rent checks per tenant/applicant | £50           | £60           |

### Deposit

| Description  | Excluding VAT | Including VAT |
|--|---------------|---------------|
| • To protect a deposit with DPS on your behalf where we don't manage your property   | £75           | £90           |
| • To respond on your behalf to your tenants deposit / deposit replacement guarantee product dispute where we provide Full Management | £50           | £60           |

### Renewals

| Description                         | Excluding VAT | Including VAT |
|-------------------------------------|---------------|---------------|
| • Renewal of a fixed term agreement | £150          | £180          |
| • Periodic tenancy arrangement fee  | £150          | £180          |

### General

| Description  | Excluding VAT | Including VAT |
|--|---------------|---------------|
| • Annual statement of income and expenditure where we manage the property  | £55           | £66           |
| • Quarterly tax submission for non-UK residents with no HMRC approval  | £75           | £90           |
| • Annual tax declaration for non-UK residents with HMRC approval   | £40           | £48           |
| • Annual statutory landlord rental income notification to HMRC   | £10           | £12           |
| • Additional property visits (price per visit)   | £50           | £60           |
| • Repairs (fully managed only). When the net cost of works exceed £750 plus VAT and an estimate is necessary – based on the total net invoice of works | 10%           | 12%           |
| • Arranging redecoration/refurbishment (Fully managed only) – based on the total net invoice of works  | 10%           | 12%           |
| • To obtain an estimate of works for redecoration or refurbishment. (This will be deducted from our final fee if you decide to proceed)                | £100          | £120          |
| • Involvement with the transfer/clearing of prepayment meters (debt to be added to fee)  | £75           | £90           |
| • Obtaining quotes – we will endeavour to obtain two quotes where necessary. Additional quote requests   | £50           | £60           |
| • Copy statements (each month's statement, or part thereof) – per request  | £20           | £24           |
| • Arranging for additional keys to be cut (invoice from key cutter to be added to fee)   | £25           | £30           |
| • Arranging pre-tenancy cleaning (cleaning invoice to be added to the fee)   | £50           | £60           |