

FEES TO: **LANDLORDS**

LEVEL OF SERVICE OFFERED:

**TENANT FIND: 3 weeks (inc VAT)
INCLUDES:**

RENT COLLECTION: 10% (inc VAT)

FULLY MANAGED 12% (inc VAT):

Collect and remit initial month's rent received

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Collect and remit the monthly rent

Agree collection of any shortfall and payment Method

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Deduct commission and other works

Provide tenant with method of payment

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Pursue non-payment of rent and provide advice on rent arrears actions

Deduct any pre-tenancy invoices

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Advise all relevant utility providers of changes

Make any HMRC deduction and provide Tenant with the NRL8 (if relevant)

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Undertake 3 inspection visits per annum and notify landlord of the outcome

Arrange routine repairs and instruct approved Contractors (providing two quotes)

Prepare relevant Notices and Court documents

WE ARE A MEMBER OF THE PROPERTY REDRESS SCHEME (PRS)

WE ARE A MEMBER OF CLIENT MONEY PROTECT (CMP)

WE ARE A MEMBER OF MYDEPOSITS

ADDITIONAL NON-OPTIONAL FEES AND CHARGES (IRRESPECTIVE OF LEVEL OF SERVICE):

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 lettings consents

Carry out accompanied viewing (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

Advance Estates strongly advise that a video check in and out be prepared in order to safeguard any disputes with the Deposit Protection Scheme upon the termination of the tenancy.

The video will record the date and time of the video and the tenant will watch the video and sign that it is a true recording thereof.

The charges for video check in and out are set out below and will be an additional charge to fees agreed.

1 bed: £120.00 (inc VAT)

2 bed: £144.00 (inc VAT)

3 bed: £168.00 (inc VAT)

4 bed: £180.00 (inc VAT)