

LETTINGS FEES & SERVICES

Service	Let Only	Tenant Find & Rent Collection	Full Management
Fee	7% (+VAT)	9% (+VAT)	11% (+VAT)
Market appraisal & initial advice	Included	Included	Included
Advertising on Rightmove	Included	Included	Included
Advertising on Zoopla	Included	Included	Included
Advertising on OnTheMarket	Included	Included	Included
Advertising on social media	Included	Included	Included
Advertising on Mark Coysh website	Included	Included	Included
Professional photography	Included	Included	Included
Professional pictures	Included	Included	Included
Professional Floorplan	Included	Included	Included
Accompanied viewings	Included	Included	Included
Tenant rent & terms negotiation	Included	Included	Included
Referencing & credit searches, including right to rent checks on tenants & permitted occupiers	Included	Included	Included
Organise gas safety	Included ¹	Included ¹	Included ¹
Organise electrical installation condition report	Included ¹	Included ¹	Included ¹
Organise Energy Performance Certificate	Included ¹	Included ¹	Included ¹
Legionella risk assessment	Included ¹	Included ¹	Included ¹
Organising smoke & carbon dioxide alarm tests	Included ¹	Included ¹	Included ¹
Organise inventory and condition report	Included ¹	Included ¹	Included ¹
Collecting initial holding deposit, first month's rent and security deposit	Included	Included	Included
Preparation of the tenancy agreement & appropriate notice to quit	£150+VAT	£150+VAT	£150+VAT

1. My fees for arranging this service are included. You are responsible for the agreed costs of any specialist contractor or service provider engaged to undertake the work or deliver the service.

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Addendum to tenancy agreement	£25+VAT	£25+VAT	£25+VAT
Transfer of deposit to government approved Tenancy Deposit Scheme (TDS)	Included	Included	Included
Monthly collection of rent, statement and transfer of funds to landlord		Included	Included
Notify utility companies, council tax, water rates of new occupiers at the beginning and end of the tenancy (Subject to relevant data laws.)		Included	Included
Property inspections every 4 months & written reports			Included
Managing payment of property related outgoings			Included
Vacant property checks & additional property visits	£25+VAT per visit	£25+VAT per visit	£25+VAT per visit
Drawing up & serving of a legal notice (S. 8 & 21)	£30+VAT per hour	£30+VAT per hour	£30+VAT per hour
Key cutting	Included ¹	Included ¹	Included ¹
Arranging routine and ad-hoc property repairs	£25+VAT / Quote ¹	£25+VAT / Quote ¹	Included ¹
Withdrawal from offer once referencing has started	£200+VAT	£200+VAT	£200+VAT
Preparing documents for court & court attendance	£30+VAT per Hour	£30+VAT per hour	£30+VAT per Hour
Submit a deposit claim for a property we do not manage	Included	Included	Included
Renewal fees	7% (+VAT)	9% (+VAT)	11% (+VAT)
Selling fee if your tenant buys your property	0.5%+VAT	0.5%+VAT	0.5%+VAT

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