

# FEES TO: LANDLORDS

[WWW.LETTINGWOKING.COM](http://WWW.LETTINGWOKING.COM)

LEVEL OF SERVICE OFFERED:

Tenant find: 9% of annual rent (Inc VAT)

Rent collection: 9.6% of rent (Inc VAT)

Fully managed: 12% of rent (Inc VAT)

INCLUDES:

- Collect and remit initial months' rent received
- Agree collection of any shortfall and payment method
- Provide tenant with method of payment
- Deduct any pre-tenancy invoices
- Make any HMRC deduction and provide tenant with the NRL8 (if relevant)

INCLUDES:

- Collect and remit the monthly rent received
- Deduct commission and other works
- Pursue non-payment of rent and provide advice on rent arrears actions
- Make any HMRC deduction and provide tenant with the NRL8 (if relevant)

INCLUDES:

- Collect and remit the monthly rent received
- Pursue non-payment of rent and provide advice on rent arrears actions
- Deduct commission and other works
- Advise all relevant utility providers of changes
- Undertake two inspection visits per annum and notify landlord of the outcome
- Arrange routine repairs and instruct approved contractors (providing two quotes)
- Hold keys throughout the tenancy term
- Make any HMRC deduction and provide tenant with the NRL8 (if relevant)

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

- Inventory Fee (landlords share)  
Dependent on the number of bedrooms and/or size of the property and outbuildings
- 1 Bed - £156 (inc VAT)
  - 2 Bed - £180 (inc VAT)
  - 3 Bed - £198 (inc VAT)
  - 4 Bed - £228 (inc VAT)
  - 5 Bed - £288 (inc VAT)
  - 6 Bed - £360 (inc VAT)

**IS AN ARLA LICENSED MEMBER**  
[WWW.ARLA.CO.UK](http://WWW.ARLA.CO.UK)

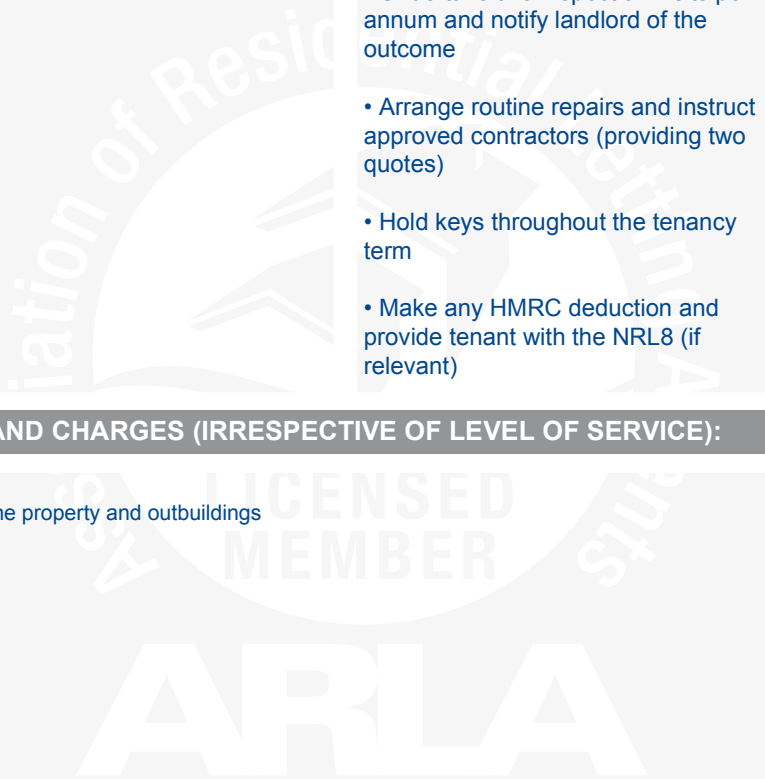
CLIENT MONEY PROTECTION  
(CMP) PROVIDED BY: **ARLA**



INDEPENDENT REDRESS  
PROVIDED BY: **TPOs**



**#LOOKFORTHELOGO**  
[WWW.ARLA.CO.UK/FIND-AGENT](http://WWW.ARLA.CO.UK/FIND-AGENT)





**IS AN ARLA LICENSED MEMBER**  
**WWW.ARLA.CO.UK**

**CLIENT MONEY PROTECTION**  
**(CMP) PROVIDED BY: ARLA**



**INDEPENDENT REDRESS**  
**PROVIDED BY: TPOs**



# FEES TO: LANDLORDS

**WWW.LETTINGWOKING.COM**

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

Deposit Registration Fee:	£42 (inc VAT)
• 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 start of tenancy	
Additional property visits:	£0 (inc VAT)
• To attend for specific requests such as neighbour disputes; more visits are required to monitor the tenancy; or any maintenance-linked visit	
Arrangement Fee for works over £1000:	10% of net cost
• Arranging access and assessing costs with contractor;	
• Ensuring work has been carried out in accordance with the specification of works	
• Retaining any warranty or guarantee as a result of any works	
Arrangement fee for refurbishments over £500	10% of net cost
• Arranging access and assessing costs with contractor;	
• Ensuring work has been carried out in accordance with the specification of works	
• Retaining any warranty or guarantee as a result of any works	
Renewal Fee (landlords share)	£114 (inc VAT)
• Contract negotiation, amending and updating terms and arranging a further tenancy and agreement	
Checkout Fee (landlords share)	£0 (inc VAT)
• Agree with tenant check out date and time appointment	
• Instruct inventory provider to attend	
• Negotiate with landlord and tenant any disbursement of the security deposit	
• Return deposit as agreed with landlord and tenant to relevant parties	
• Remit any disputed amount to Scheme for final adjudication	
• Unprotect security deposit	
• Instruct contractors; obtain quotes; organise repairs /replacement/cost of any broken or missing items	
Production & Service of Section 21 Notice	£114 (inc VAT)

IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF STAFF



**#LOOKFORTHELOGO**  
**WWW.ARLA.CO.UK/FIND-AGENT**

