

**LANDLORD FEES**

Letting, rental demand and renewal: - 10% + VAT (12% inc. VAT) of the total rent paid by the tenant(s) for the duration of the tenancy.

Letting, rental demand, renewal and management: - 16 % + VAT (19.2% inc. VAT) of the total rent paid by the tenant(s) for the duration of the tenancy.

	Full Management	Rent Collection
We negotiate terms and draw up a legally binding tenancy agreement	✓	✓
We take out thorough references including applicants credit history, previous Landlord and Employment status	✓	✓
We hold all client monies securely in a designated and audited client account which is protected by RICS client money protection	✓	✓
We arrange an independent inventory, check-in and check-out	✓	✓
We offer tenants deposit replacement scheme through our provider FlatFair	✓	✓
We will register the Tenants Security Deposit with an approved government scheme	✓	✓
We provide safekeeping of your keys throughout the tenancy	✓	
We ensure that standing orders for tenants are set up	✓	✓
We issue rental statements in line with rental periods and collect rent		✓
We ensure that you comply with ever changing legislation	✓	
We provide help in recovering rent arrears	✓	✓
We provide an annual statement of account if required	✓	✓
We agree the terms of tenancy renewals, securing a rent increase where possible	✓	✓
We will issue the relevant legal notice to terminate a tenancy	✓	✓
We transfer utilities at the start and end of the tenancy	✓	
We provide direct access to a dedicated property management team	✓	
We visit the property during the tenancy and produce a report of the condition	✓	
We act as intermediary with insurance companies or block managers as required	✓	
We provide a 24 hour emergency service for you and your tenants	✓	
Where necessary we instruct and pay contractors on your behalf	✓	



## Tedworth Property

We ensure all contractors have the correct insurance prior to commencing any work	✓	
We arrange repairs and maintenance as required	✓	
We review the check out report, advising on deductions from the deposit and agreeing any tenant payments	✓	

The following charges relate to all tenancy types:

Withdrawal from an agreed offer whichever is greater	£2,500 or 5% inc. VAT
Sales commission if tenant purchases the property	1.5% + VAT (1.8% inc. VAT) of the purchase price
Preparation of an Inventory by an inventory clerk	Estimates upon request
Preparation of the Tedworth Property standard Tenancy Agreement	£450 inc. VAT
Preparation of an Extension Agreement for the Tenancy	£180 inc. VAT
Tax retention for a non-resident landlord per quarter	£120 inc. VAT
Registration for the Tenancy Deposit Scheme:	£120 inc. VAT
Preparation of documentation for Court proceedings or TDS adjudication	£120 inc. VAT per hour
Attendance by Tedworth Property at Court or a tribunal on behalf of the Landlord	£ 120 inc. VAT per hour plus the reasonable costs and expenses of Tedworth Property.
Duplicate statements provided to the Landlord or his accountant	£30 inc. VAT