

27/05 version 5

dawson wake

Fees to Landlords

www.dawsonwake.co.uk

LEVEL OF SERVICE OFFERED :

LET ONLY TENANT FIND – Initial Set up Fee £300 inc(vat)

INCLUDES :

- Agree the market rent and find a tenant in accordance with the landlord guidelines
- Advise on refurbishment if required
- Carry out accompanied viewings
- Market the property and advertise on the relevant portals
- Erect board outside the property in accordance with Town and Country Planning Act 1990
- Collection and remit of initial month's rent received.
- Provide tenant with method of payment
- Deduct any pre-tenancy invoices.
- Make any HMRC deductions and provide tenant with NRL8 (if relevant)

ADDITIONAL OPTIONAL FEES AND CHARGES for LET ONLY SERVICE IF REQUIRED

Inventory Fee - £150 inc(VAT)

- Dependent upon number of bedrooms and or size of the property.

Mid Term Inspections - £30 inc(VAT) per visit

- Undertake mid term inspection visits and notify landlord of outcome

Deposit Registration Fee - £60 inc(VAT)

- Register landlord and tenant details and protect security deposit with a Government authorized Scheme
- Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30days of start of tenancy.

PROPERTY MANAGED - Initial Set up Fee £300 inc(VAT) plus 12% inc(VAT) deducted from monthly rent.

INCLUDES :

- Agree the market rent and find a tenant in accordance with the landlord guidelines
- Advise on refurbishment if required
- Carry out accompanied viewings
- Market the property and advertise on the relevant portals
- Erect board outside the property in accordance with Town and Country Planning Act 1990
- Collect and remit the monthly rent received
- Pursue non-payment of rent and provide advice on rent arrears actions
- Deduct commissions and other works
- Advise all relevant utility providers of changes
- Undertake mid term inspection visits and notify landlord of outcome
- Arrange routine repairs and instruct approved contractors.
- Hold keys throughout the tenancy
- Prepare Full Inventory & Schedule of Condition
- Registering the Security Deposit with Government authorized Scheme



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ADDITIONAL NON- OPTIONAL FEES AND CHARGES PROPERTY MANAGED SERVICE

Additional property visits - £30 inc(VAT)

- To attend for specific requests such as neighbour disputes, more visits are required to monitor the tenancy, or any maintenance linked visits

Submission of non-resident landlords receipts to HMRC - £100 inc(VAT) quarterly.

- To remit and balance the financial return to HMRC quarterly and respond to from the landlord to any specific query relating to the return from the landlord to HMRC

Obtaining more than two quotes - £30 inc(VAT)

Rent Review Fee - £60 inc(VAT)

- Review rent in accordance with current prevailing market condition and advise the landlord
- Negotiate with tenant
- Direct tenant to make payment change as appropriate
- Update tenancy agreement
- Serve section 13 Notice if tenancy on a rolling mthly basis.

Renewal Fee (landlords share) - £60 inc(VAT)

- Contract negotiation, amending and updating terms and arranging a further tenancy and agreement.

Checkout Fee - £60 inc(VAT) (landlord share)

- Agree with tenant check out date and time appointment
- Check property against inventory
- 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 the security deposit
- Instruct contractors, obtain quote, organize repairs/replacements/cost of ant broken or missing items

Court Attendance - £100inc(VAT) per hour

**NOT ALL FEES APPLY TO EVERY LET
IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF STAFF**

CLIENT MONEY PROTECTION (CMP) BY : Lonsdale Insurance Brokers offer enhanced protection to landlords and tenants approved by The Property Ombudsman

INDEPENDENT REDRESS SCHEME BY: TPOs

