

## Fees and charges

These fee's come into practice from the 1<sup>st</sup> June 2019.

### SERVICE PROVIDED

#### 1. FULL PROPERTY MANAGEMENT - 12%

- Property marketing
- Preparation of marketing material and photo's/video's
- Attended viewings and follow up calls
- Tenant referencing – Silver service included
- Tenancy agreement preparation
- Registering tenants deposit
- Process deposit dispute (additional charges)
- Provide tenants with EPC/R2R Guide/Deposit protection information/gas safety certificates
- Collection and payment of rent
- Collection of deposit
- Pursue non payment of rent
- Monthly rental statements
- Notifying council and utility companies of new tenants.
- Management of annual gas safety certificates (see pricing guide)
- Management of check-in inventories (see pricing guide)
- Management of check-out report if requested (see pricing guide)
- Annual property inspection
- General tenant enquiries
- Hold keys throughout tenancy

For the handling of maintenance issues at the property a minimum budget of £200 is set for automatic works to be carried out. Any costs that exceed this we will wait for your authority to carry out the works. All costs are deducted from the rent. If the rent will not cover the costs of the works then payment will be required in advance. For cost of works over £300 50% of the cost is required in advance.

## 2. TENANT FIND & RENT COLLECTION - 11%

- Property marketing
- Preparation of marketing material and photo's/video's
- Attended viewings and follow up calls
- Provide tenants with EPC/R2R Guide/Deposit protection information/gas safety certificates
- Tenancy agreement preparation
- Collection of deposit
- Registering tenants deposit
- Collection and payment of rent
- Pursue non payment of rent (excludes legal paperwork or advice)
- Rental statements to landlord
- Management of check-in inventories (see pricing guide)
- Management of check-out report if requested (see pricing guide)
- Hold keys for the property

## 3. TENANT FIND ONLY – ONE MONTHS RENT (MIN £550)

- Property marketing
- Preparation of marketing material and photo's/video's
- Attended viewings and follow up calls
- Tenancy agreement preparation
- Collection of first months rent and deposit

## TENANT REFERENCE SERVICES

Gold £150	Rights to Work and Live in the UK Check Immigration Check ID check Proof of current address 3 Months Payslips 3 Months Bank Statements – this enables us to check the tenant is not living beyond their means Employment Reference – via email then verified with a follow up call Current Landlord Check Previous Landlord Check Credit Search
Silver £130	Rights to Work and Live in the UK Check Employment Reference – via email or phone Landlord Reference – via email or phone Immigration Check ID check Credit Search
Bronze £100	Rights to Work and Live in the UK Check Immigration Check ID check

## ADDITIONAL SERVICES

Tenancy renewal	£100.00
Tenancy renewal including rent review	£130.00
Changes to agent's standard tenancy agreement	£60.00
Changes to tenancy agreement	£30.00
Registering tenants deposit – Tenant Find Only	£60.00
Property inspections (properties over 5 rooms please call for quote)	£60.00 per visit
Property visits – caretaking	£30.00 per visit
Obtaining proof of ownership from land registry	£25.00
Out of hours call handling	£15.00 per call
Emergency out of hours property visit	£85.00 per hour
Emergency out of hours visit	£50.00 per hour
Vacant property checks	£60.00
Annual Statement	£30.00
Additional statements	£15.00
Serving Section 21 notices	£120.00
Solicitor witness of documentation	£50.00
Attending court	£60.00 per hour plus costs
Producing bespoke emails/letters on behalf of landlords	£10.00
HMO License application or renewals	£150.00 per application
Providing additional copies of certificates	£10.00
Additional keys	£15.00
Management of works at property - £3,000 and above -£3,000 and below	20% of final cost of works 30% of final cost of works
EPC Certificate (this price may alter depending on property)	POA
Electrical safety tests (this price may alter depending on property)	POA
Gas certificate	£85.00 min
Fire alarm safety checks	£140.00 min

Arranging items to be ordered/delivered (furniture etc)	£20.00per item
Managing call outs for trades people (including arranging for keys/notifying tenants/providing details of work)	£25
Provide tenants with EPC/R2R Guide/Deposit protection information /gas safety certificates	£15.00

**Administration fee for provision of information under the Finance Act 2011 to provide a statement of rents payable to HMRC. This information is required by law and You-Rent must provide HMRC with an annual gross figure for all landlords when requested - £15.00 per property.**

## **Inventory charges**

From the 1<sup>st</sup> June 2019 tenants can no longer be charged inventory or check in/out fees. these are now the responsibility of the landlord. Please see our fee guide below –

### **Unfurnished**

	Check in Inventory	Check out	Combined check in & check out
Shared House:	£110.00	£75	£165
Studio:	£120.00	£85	£185
1bed:	£130.00	£85	£195
2 bed:	£140.00	£90	£220
3 bed:	£160.00	£100	£220
4 bed:	£180.00	£125	£245

### **Furnished**

	Check in Inventory	Check out	Combined check in & check out
Shared House:	£120.00	£85	£175
Studio:	£130.00	£95	£195
1bed:	£140.00	£95	£115
2 bed:	£150.00	£100	£230
3 bed:	£170.00	£110	£240
4 bed:	£190.00	£135	£255

Please note if you require the combined check in and check out option you will need to book this at the beginning of the tenancy.

All of the above fees will be debited from the first months rent.

## **Additional specialist services**

As competition increases amongst landlords being able to present your property in the best possible light has now become even more important. With this being the case You-Rent are now able to offer a number of additional services to help you to create a unique property presented at its best.

Property staging	£60.00 per room
Professional photography	£50.00 per room
Rental of staging items (this covers a period of 3 weeks or until the property is let. For HMO properties items for the communal areas will not be left)	£40.00 per room
Property advice and design (per consultation)	£250.00