

# Landlord Fees Schedule

## Full Management and Rent Collection Fees

If during the sole agency period other agents are instructed, a fee of £120.00 inclusive of VAT (£100.00 plus VAT) will be due.

|                                                                                                                                                                                                                                                        |                                                                                                                                                   |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Full Management</b><br>Percentage of the rent payable for the full duration of the tenancy (as defined). Payable monthly.<br><br>Compliance Fee                                                                                                     | 13.2% of the rent, inclusive of VAT (11%+VAT)*<br><br>£14.40 inclusive of VAT (£12.00 + VAT) per month<br><br>*Sole Agency                        |
| <b>Rent Collection Service</b><br>Percentage of the rent payable for the full duration of the tenancy (as defined). Payable monthly<br><br>Protection and holding of tenancy deposit<br>OR<br>Contribution towards administration of No Deposit Scheme | 12% of the rent, inclusive of VAT (10% +VAT)* including Rent Protection<br><br>£7.20 inclusive of VAT (£6.00 + VAT) per month<br><br>*Sole Agency |

### Plus

|                                                                                                                          |                                                                        |
|--------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| Set Up Fee (This Fee includes a Marketing, a Tenancy Agreement, Inventory and transfer and management of your utilities) | £504.00 inclusive of VAT (£420.00 +VAT)                                |
| Rent Review (all Tenancies) / Renewal Fee (Non-Housing Act Tenancies only)                                               | £120.00 inclusive of VAT (£100.00 + VAT)                               |
| Landlord Check Out Fee (included in Full Management Service)                                                             | From £90.00 inclusive of VAT (£75.00 + VAT)                            |
| PEP and Sanctions Check Fee <i>*This fee will be due when the Compliance Fee or TDS/No Deposit Fee is not charged</i>    | £24.00 inclusive of VAT (£20.00 + VAT)                                 |
| Premier Service                                                                                                          | 4.2% of the monthly rent inclusive of VAT (3.5% + VAT) payable monthly |

## Introduction Only Fees

If during the Sole Agency period other agents are instructed, a fee of £120.00 inclusive of VAT (£100.00 plus VAT) will be due.

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| Tenant Introduction Only Services                                                                                     | 90% (75%) of 1st months rent (minimum fixed fee £660.00 (£550.00 plus VAT). Payable prior to completion.<br><br>*Sole Agency |
| Protection of the Tenancy Deposit with The Dispute Service                                                            | £66.00 inclusive of VAT (£55.00 + VAT) payable on the commencement of the tenancy                                            |
| Rent Review (all Tenancies) / Renewal Fee (Non-Housing Act Tenancies only)                                            | £120.00 inclusive of VAT (£100.00 + VAT)                                                                                     |
| PEP and Sanctions Check Fee                                                                                           | £24.00 inclusive of VAT (£20.00 + VAT)                                                                                       |
| Provision of a Written Statement                                                                                      | £360.00 inclusive of VAT (£300.00 + VAT) per tenancy                                                                         |
| Arranging quotes and organising repairs prior to the initial let which does not proceed and is subsequently withdrawn | £120.00 inclusive of VAT (£100.00 plus VAT)                                                                                  |
| Inventory                                                                                                             | Unfurnished - £144.00 inclusive of VAT (£120.00 plus VAT)<br>Furnished - £204.00 inclusive of VAT (£170.00 plus VAT)         |
| Check Out Fee                                                                                                         | From £90.00 inclusive of VAT (£75.00 + VAT)                                                                                  |

Ryder & Dutton is a member of Propertymark (which includes their Client Money Protection Scheme) and The Property Ombudsman, being the largest lettings redress scheme in the UK.

# Landlord Fees Schedule

## Standard/Additional Fees – applicable to all tenancies

Legal Fees (All charges are included if the Premier Service has been purchased) – Fees quoted below are inclusive of VAT

|                                           |         |
|-------------------------------------------|---------|
| Providing fast track possession documents | £48.00  |
| Court appearance                          | £120.00 |
| Service of a Legal Notice for Possession  | £180.00 |

## Additional Fees – Fees quoted below are inclusive of VAT unless otherwise stated

|                                                                                                             |                                                                                                                                                |
|-------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
| Instruction of either a gas safety record or electrical certificates*                                       | Contractor invoice plus £36.00 arrangement                                                                                                     |
| EPC (Energy Performance Certificate)                                                                        | £118.80                                                                                                                                        |
| Pre-Tenancy Withdrawal                                                                                      | Equivalent to 1 week's rent plus VAT                                                                                                           |
| Rent Review                                                                                                 | £120.00                                                                                                                                        |
| Change Of Tenant/Sharer Fee (Agent Instructed on Introduction Only Service)                                 | £240.00                                                                                                                                        |
| Amending a Tenancy Agreement at a Landlord's request to include Variations of Contract                      | £60.00                                                                                                                                         |
| Upgrade in service level from Introduction Only to the Managed Service                                      | £120.00                                                                                                                                        |
| Key cutting                                                                                                 | Invoice value plus £5.00 per set                                                                                                               |
| Appliance Manuals                                                                                           | £36.00                                                                                                                                         |
| Tax                                                                                                         |                                                                                                                                                |
| Provision of a comprehensive annual Income and Expenditure Report suitable for submission with a tax return | £36.00                                                                                                                                         |
| Addition financial Information required                                                                     | £60.00 per hour                                                                                                                                |
| Arrange on behalf of the Landlord any major Works exceeding £500.00 + VAT                                   | 12% of the contractor's invoice                                                                                                                |
| Arrangement of Insurance work or refurbishment work or purchase of replacement furniture                    | 12% of the contractor's invoice                                                                                                                |
| Abortive Check In Fee                                                                                       | £120.00                                                                                                                                        |
| Property Inspections and Visits                                                                             |                                                                                                                                                |
| Additional visits made by the Agent to the property at the specific request of the Landlord                 | £42.00 per property visit                                                                                                                      |
| Additional Property Visits to comply with the conditions of a property licence                              | £78.00 per property visit                                                                                                                      |
| Property Visits to Unoccupied Property                                                                      | £78.00 per property visit                                                                                                                      |
| Waiting at Property on behalf of the Landlord                                                               | £60.00 per hour                                                                                                                                |
| Licence application on behalf of the Landlord                                                               | £390.00 plus any reasonable expenses or disbursements                                                                                          |
| Administer Tax to HMRC for and on behalf of the Landlord                                                    | £15.00 per annum                                                                                                                               |
| International payments                                                                                      | £30.00 per transaction                                                                                                                         |
| Withdrawal Fee                                                                                              | Equivalent to 2 months' rent plus VAT applicable to Initial Period.<br>Equivalent to 1 months' rent plus VAT applicable to Anniversary Period. |

\*included in Managed and Rent Collection Service