



LANDLORD FEES SCHEDULE

www.bricknells-rentals.co.uk

LEVELS OF SERVICE OFFERED:

	Let only: Minimum £650 (inc. VAT)	Fully managed: 12% of rent (inc. VAT) min fee £60
Agree the rental value	✓	✓
Provide guidance on compliance with statutory provisions and letting consents	✓	✓
Advise on refurbishment requirements	✓	✓
Erect board outside property in accordance with Town and Country Planning Act 1990 (where possible)	✓	✓
Market the property (including floor plans & virtual tour) and advertise on relevant portals	✓	✓
Carry out accompanied viewings (as appropriate)		✓
Find tenants	✓	✓
Advise on non-resident tax status and HMRC (if relevant)	✓	✓
Collect and remit initial months' rent	✓	✓
Provide tenants with method of payment	✓	✓
Deduct any pre-tenancy invoices	✓	✓
Make any HMRC deduction and provide tenants with the NRL8 (if relevant)	✓	✓
Agree collection of any shortfall and payment method	✓	✓
Advise all relevant utility providers of any changes		✓
Demand, collect and remit the monthly rent		✓
Arrangement of payments for statutory requirements		✓
Pursue non-payment of rent and provide advice on rent arrears actions		✓
Undertake two routine visits per annum and notify the outcome to the landlord		✓
Arrange routine repairs and instruct approved contractors (providing three quotes)		✓
Hold keys throughout the tenancy term		✓
Security Deposit dilapidation negotiations		✓

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ADDITIONAL NON-OPTIONAL FEES AND CHARGES

PRE-TENANCY FEES (ALL SERVICE LEVELS)

Energy Performance Certificate (EPC) from £90 (inc. VAT) per tenancy.

Gas Safety Certificate (GSR) from £90 (inc. VAT) per tenancy

Electrical Installation Condition Report (EICR) from £180 minimum (inc. VAT) per tenancy.

Portable Appliance Testing (PAT) from £50 (inc. VAT) per tenancy.

Legionella Risk Assessment from £55 (inc. VAT) per tenancy

Installing Smoke alarms from £55 (inc. VAT) and Carbon Monoxide from £55 (inc. VAT).

Handling local authority licensing application £45 / hour per property.

Accompanied viewing (Let only) from £20 each (inc. VAT).

Additional keys cut: Cost + £20 admin.

Rent guarantee insurance plus legal cover (inc. IPT), minimum 12 months.

Rents up to £2,000 - from £360 pa or from £30 pm.

£2,001- £3,000 - - from £525 pa

£3,001 - £5,000 - from £725 pa

£5,001 - £8,000 - from £925 pa

Legal cover only from £180 pa minimum 12 months or £15 pm.

VAT may apply - please make enquiries with the Agent.

Professional photographs from £120.

START OF TENANCY FEES

Set-up Fees (fully managed): £290 (inc. VAT) per tenancy.

Referencing tenants (ID checks, Right-to-Rent check, financial credit checks, obtaining references from current or previous employers / landlords and any other relevant information to assess affordability as well as floor plans & virtual tours, photography, contract negotiation (amending and agreeing terms) and arranging the signing of the tenancy agreement.

Included in the Setup Fee:

Attending the property to welcome the tenant(s), confirm the Inventory and Schedule of Condition, highlight the location of utility meters, stop-cocks etc. and test that all smoke alarms and carbon monoxide detectors are present and in working order. This is subject to an approved Inventory as above. (Fully managed service only).

Deposit Registration Fees (where collected): £25 (inc. VAT) per annum per tenancy. 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 the tenancy start date. This covers any novation and variation to the tenancy.

Inventory Fees:

1 Bed / Studio: From £95, 2 Bed: From £115, 3/4 Bed: From £130, 5 beds + priced by number of rooms (all inc. VAT)

Guarantor Fees: NO CHARGE

Covering credit referencing and preparing a Deed of Guarantee (or as part of the Tenancy Agreement).

Permitted Occupier Fees: NO CHARGE

Explaining to any permitted occupier their rights and responsibilities towards the named tenant(s)

Please ask a member of staff if you have any questions about our fees.

CLIENT MONEY PROTECTION:

www.propertymark.co.uk

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DURING TENANCY FEES

With the Fully managed service there are 2 inspections per year, the first within approximately 3 months of the tenancy start and then approximately 6 monthly thereafter.
Cost £40 (incl Vat) per inspection.
Additional Property Visits: £40 (inc. VAT) per visit.

Rent Review Fees: £45

Review rent in accordance with current prevailing market conditions and advise the landlord, negotiate with the tenant(s), direct tenant(s) to make payment change as appropriate, update the tenancy agreement and serve a Section 13 Notice if the tenancy is on a periodic basis.

Right-to-Rent Follow-Up Check: NO CHARGE

Undertaking a repeat check in for a person on a time-limited visa in accordance with the Immigration Acts 2014 and 2016. Notifying the Home Office should an illegal overstayer be identified. This does not apply to a Tenant-Find service.

TERMINATION FEES

Cancellation fee if Landlord or another Agent takes over management from the start or during the tenancy £450 (inc. VAT).

Cancellation fee to Agent if Landlord cancels instructions to let the property after the 'cooling off' period has expired: £450 (inc. VAT).

END OF TENANCY FEES

Check-out Fees: 1 Bed / Studio: From £95, 2 Bed: From £115, 3/4 Bed: From £130, 5 beds + priced on number of rooms (all inc. VAT).

Attending the property to undertake an updated Schedule of Condition based on the original inventory and negotiating the repayment of the security deposit.

Tenancy Dispute Fee: Included in the Deposit Registration Fee above.

The costs associated with the preparation of all evidence and submitting the case to the tenancy deposit scheme as well as dealing with all correspondence relating to the dispute. This only applies where the agent has protected the deposit.

Fees for the service of Legal Notices (Section 8): From £120 (inc. VAT).

Administration Fees: £45 per hour (inc. VAT).

Statutory Declaration £45 (inc. VAT).

Small claims court progression £45/hr. (inc. VAT) + court fees.

Insurance Claim progression 10% of claim value.

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FINANCIAL CHARGES

Contractor Commission for managing maintenance work: 12% of contractors invoice (inc. VAT). To cover the costs associated with arranging and facilitating the visit of a vetted professional tradesperson.

Submission of Non-Resident Landlords receipts to HMRC £50 (inc. VAT) annually. To remit and balance the financial return to HMRC.

Additional HMRC Reporting Fees: £50 (inc. VAT) per request. Responding to any specific queries relating to either the quarterly or annual Return from either the landlord or HMRC.

Administration of HMRC quarterly returns £50 (inc. VAT).

Foreign Currency Payment Fees: £15 (inc. VAT) per payment. Should the landlord request a payment to be made in a currency other than that which is agreed within their existing Terms of Business, this covers the costs of providing a payment in another currency.

Same-Day Payment Fees: £10 (inc. VAT) per payment. Should the landlord request a payment faster than the agreed timescales within their existing Terms of Business, this covers the costs of providing a same day. payment service.

OTHER FEES AND CHARGES

Arrangement Fees for refurbishments over £8,000: 12% of net cost (inc. VAT). Arranging access and assessing the costs with any contractors', ensuring work has been carried out in accordance with the Specification of Works and retaining any resulting warranty or guarantee.

Vacant Property Management Fees: £45 (inc. VAT) per visit. To cover the costs associated with visiting the property to undertake visuals checks on the inside and outside at a frequency mutually agreed with the landlord.

Fees for providing an Annual Income and Expenditure Schedule: £45 (inc. VAT).

First inspection on taking over tenanted property £50 (inc. VAT).

Management Takeover Fees: NO CHARGE per tenancy. Taking over the management of an ongoing tenancy, ensuring all statutory compliance has been undertaken. Receiving and protecting the security deposit and providing all necessary legal documentation to the tenant.



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