

fraser lake

Property Management

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LETTING AGENT SERVICES AND FEE STRUCTURE

Let-Only / Introduction Only Service

- Marketing the Property
- Conducting accompanied viewings
- Tenant / Guarantor referencing and affordability checks
- Right to Rent checks
- Preparation and execution of the tenancy agreement
- Issuing relevant paperwork pre-move in
- Registration of the tenancy deposit at the Landlord's written request
- Service of prescribed information
- Provision of statutory documents

100% of first month's rent plus vat payable when the tenant has taken occupation. Fees will be deducted from the rent paid in advance and the balance will be invoiced.

The Agent will find a suitable tenant in line with the Terms and Conditions of Business agreed by the Landlord.

Fully Managed Service

Set-up fee – 50% of the first months' rent + VAT

10% + vat payable when the tenant has taken occupation. Fees will be paid monthly in advance and deducted from the rent.

The Agent will collect rent in line with Agent's Terms and Conditions of Business.

The Agent will manage the property in line with Agent's Terms and Conditions of Business agreed by the Landlord.

Schedule of Fees

Inventory – Check-In	£60-£120 inclusive of vat
Check-Out*	£60 inclusive of vat
Additional Property Inspections	£30 Inclusive of vat
Preparation & Administration for an HMO Licence	£150 inclusive of vat
Preparation & Administration for an Additional Licence	£150 inclusive of vat
Preparation & Administration for A Selective Licence	£150 inclusive of vat
Preparation of NRL Documents	£150 inclusive of vat
Preparation & Service of a Section 8 Notice	Fee charged by legal firm

Photocopies	£20.00 per copy
PRS Database Registration	£150 inclusive of vat per property (One off fee)
PRS Landlord Database Registration	£150 inclusive of (one off fee)
PRS Database Compliance Update	£54 inclusive of vat per property (Annually)