

# Landlords Fees

## Standard fees



### Let Only

#### **Set up fee\* £750.00+vat (£900.00)**

*This includes agreeing the market rent and finding a tenant in accordance with the landlord's guidelines. This involves marketing and advertising the property; erecting a board in accordance with Town and Country Planning Act 1990, then carrying out accompanied viewings as appropriate. It also includes providing notification of non-resident tax status and making a HMRC deduction. Also included is advising on refurbishment and providing guidance on compliance with statutory provisions and letting consents.*

### Rent Collection

#### **Set up fee\* £750.00+vat (£900.00)**

#### **Monthly fee (percentage of the monthly rent) 9.6% (8% plus vat)**

*This is a monthly commission calculated as a percentage of the monthly rent, for collecting and remitting the monthly rent received, deducting commission and other works, and supplying monthly statements. When necessary it includes the pursuance of non payment of rent and providing advice on rent arrears actions. This fee covers advising all utility providers of any tenancy changes.*

### Fully Managed

#### **Set up fee\* £600.00+vat (£720.00)**

#### **Monthly Fee (percentage of the monthly rent) 12% (10% plus vat)**

*This is a monthly commission calculated as a percentage of the monthly rent, for collecting and remitting the monthly rent received, deducting commission and other works, and supplying monthly statements. When necessary it includes the pursuance of non payment of rent and providing advice on rent arrears actions. This fee covers advising all utility providers of any tenancy changes, arranging routine repairs and holding the keys during the tenancy.*

### Client Onboarding

#### **Setup fee\* £60 per client, (£50.00 + VAT)**

*Landlords/sellers are required to be qualified under Europe's Fifth Anti-Money Laundering Directive (5MLD), along with providing their ownership of the property and completing all of the necessary material information for full transparency with clients before marketing can begin and all parties involved in the potential let of the property must provide the appropriate documentation. We will supply you with the appropriate documents and source the necessary information required to sign off your landlord compliance.*

### Other Fees

#### **Deposit protection registration £60 per annum (£50.00 + VAT)**

*All tenants' deposits must be registered – by law – with a Government-authorized Scheme. This fee is for registering the landlord and tenant details and protecting the security deposit; then providing the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of the start of the tenancy. The scheme used by Property Cafe is the Deposit Protection Service (DPS)*

#### **Inventory Fee £150.00 (£125.00 + VAT)**

*It is important to have a thorough and detailed inventory which serves several vital functions, including providing a catalogue of the let property, an unbiased record of its condition and any items included in the tenancy. It forms part of the legally binding contract between the tenant and the landlord. Property Cafe will prepare an inventory and as such the cost of the inventory is dependent upon the provider available in the locality of the property at the time required.*

**Tenancy Renewal £180.00 (£150.00 + VAT)**

*If both parties agree that the tenant can stay for another term, this cost covers the contract negotiation, amending and updating the terms and arranging a further tenancy and agreement.*

**Section 13 notice £120.00 (£100.00 + VAT)**

*If the Landlord requires Property Cafe to create a section 13 notice, the fee covers preparation of the notice, and service by post to the property.*

**Court attendance £60.00 (£50.00 + VAT) Per Hour + Expenses**

*In the unfortunate event where Property Cafe might need to represent you in court – for example if a tenant requires eviction, these fees apply. Expenses include travel, accommodation and parking if applicable. £60 (£50 + VAT)*

**Income and Expenditure report FREE OF CHARGE**

To prepare and provide an annual income and expenditure report where required. (Managed only)

**Gas Safety Certificate £102.00 (£85.00 + VAT)**

*The Gas Safety (Installation and Use) Regulations 1998 state that all new, let and managed properties must have a gas safety certificate to start the tenancy and must be tested annually for safety. Property Cafe will appoint a Gas Safe Engineer to do this and this fee covers arranging access, retaining the certificate and the cost of the engineer.*

**Electrical Safety Certificate PRICE ON APPLICATION**

*The Landlord must ensure that all electrical equipment and permanent electrical installation complies with Electrical Equipment (Safety) Regulations 1994 and Low Voltage Regulation 1989. If you require an Electrical Safety certificate, Property Cafe will appoint a qualified and registered Electrician to do this and this fee covers arranging access, retaining the certificate and the cost of the engineer.*

**Energy Performance Certificate £120.00 (£100.00 + VAT)**

*All properties being marketed must by law have a valid Energy Performance Certificate. Property Cafe will appoint a registered domestic assessor to do this and this fee covers arranging access, retaining the certificate and the cost of the assessor.*

**Mid Term Visits (Let only) £120.00 per visit (£100.00 + VAT)**

*Property Cafe will arrange a midterm visit to be carried out at the property and a written report will be forwarded to the Landlord together with any recommendations.*

**Cutting of Keys £12.00 (£10.00 + VAT ) + the cost of invoice**

*For a member of staff to take keys to a local supplier and have copies cut.*

**Tenancy deposit dispute resolution FREE OF CHARGE**

*Post checkout if any proposed deductions in the security deposit are disputed by the tenant, this fee covers compiling the relevant documentation to support the landlord's position.*

**Check out fee £180.00 (£150.00 + VAT)**

*This fee covers agreeing with the tenant(s) a check out date and arranging an appointment; instructing the inventory provider to attend; negotiating with the landlord and tenant(s) any disbursement of the security deposit. To return the deposit to the agreed parties. Remit any disputed amount to Scheme for final adjudication. Unprotect the security deposit, instruct contractors, obtain quotes, organise repairs/replacement of items. The tenant also pays a share of this fee.*

*A fee of 10% + VAT of the invoice is charged in respect of arranging the works and assessing costs with the contractor(s); for ensuring all works have been carried out in accordance with the specification of the works; processing payment and retaining any warranty or guarantee.*



Client Money Protection is supplied by ARLA  
Independent redress provided by The Property Ombudsman Scheme  
All fees unless otherwise stated are inclusive of VAT