

# LANDLORD FEES SCHEDULE

## ADDITIONAL NON-OPTIONAL FEES AND CHARGES

[www.daymorris.co.uk](http://www.daymorris.co.uk)

### PRE-TENANCY FEES (ALL SERVICE LEVELS)

Arranging and facilitating statutory compliance (this is in addition to the costs of the item itself) if not provided on instruction or undertaken by the landlord:

- Energy Performance Certificate (EPC) £0.00 (inc. VAT) per tenancy
- Gas Safety Certificate (GSR) £0.00 (inc. VAT) per tenancy
- Electrical Installation Condition Report (EICR) £0.00 (inc. VAT) per tenancy
  - Portable Appliance Testing (PAT) £0.00 (inc. VAT) per tenancy
- Legionella Risk Assessment £0.00 (inc. VAT) per tenancy
- Installing Smoke alarms and Carbon Monoxide £0.00 (inc. VAT) per tenancy
- Testing Smoke alarms and Carbon Monoxide detectors on the first day of the tenancy £0.00 (inc. VAT) per tenancy
- Handling local authority licensing application £0.00 (inc. VAT) per tenancy
- Visual check in compliance with the Homes Act 2018 on the first day of the tenancy £0.00 (inc. VAT) per tenancy

### START OF TENANCY FEES

Set-up Fees: £0.00 (inc. VAT) per tenancy. Referencing for up to two 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 contract negotiation (amending and agreeing terms) and arranging the signing of the tenancy agreement.

Additional Tenant Referencing Fees: £0.00 (inc. VAT) per tenant. As Set-up Fees above for additional tenants

Guarantor Fees: £0.00 (inc. VAT) per guarantor. Covering credit referencing and preparing a Deed of Guarantee (or as part of the Tenancy Agreement).

Permitted Occupier Fees: £0.00 (inc. VAT) per permitted occupier. Explaining to any permitted occupier their rights and responsibilities towards the named tenant(s) and landlord.

Deposit Registration Fees (where collected): £0.00 (inc. VAT) 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.

Inventory Fees: See attached Schedule. Dependant on the number of bedrooms and/or size of the property and any outbuildings.

Accompanied Check-in Fees: £0.00 (inc. VAT) per tenancy. Attending the property to welcome the tenant(s), confirm the Inventory and Schedule of Condition, explain the operation of appliances, 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.

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

CLIENT MONEY PROTECTION: **propertymark**

[www.propertymark.co.uk](http://www.propertymark.co.uk)

INDEPENDENT REDRESS:

[www.tpos/theprs.co.uk](http://www.tpos/theprs.co.uk)

**PRS** Property  
Redress  
Scheme

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## LEVELS OF SERVICE OFFERED:

	<b>Tenant Find: 000% of rent (inc. VAT)</b>	<b>Rent collection: 000% of rent (inc. VAT)</b>	<b>Fully managed: 000% of rent (inc. VAT)</b>
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 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 tenant 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 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			✓