

Thornley Groves

LANDLORD SCHEDULE OF FEES – LETTINGS SERVICE



LANDLORD FEES	
CORE FEES	Letting Service
Upfront Marketing Fee payable from 1 st months rent	£594 (net £495) Student Hub £474 (net £395)
Service Fee payable monthly	7.2% (net 6%)
Tenancy Renewal Fee payable on execution of agreement	£294 (net £245) Student Hub £594 (net £495)
Referencing Fee payable from 1 st months rent	1 tenant - £104.40 (net £87) 2 tenants - £181.20 (net £151) 3+ tenants £253.20 (net £211) Guarantor - £104.40 (net £87)
ADDITIONAL FEES MAY APPLY	Letting Service
Initial Deposit Registration	£90 (net £75)
Renewing Registration in Subsequent Years	£90 (net £75)
No Deposit Scheme	£50.00 (net £41.67) per annum
Withdrawal Fee for Failed Tenancy Start	£300 (net £250)
Withdrawal Fee post Tenancy Commencing	£300 (net £250)
Compliance Checks and Certificates	
Gas Safety Record	£99 (net £82.50)
Gas Safety Record & Smoke Alarms/Carbon Monoxide Certificate	£118.99 (net £99.16)
Smoke/CO * not a standalone visit	£19.99 (net £15.99)
Heating and Hot Water Annual Servicing	£118.80 (net £99)
Electrical Installation Condition Report (EICR)	£270 (net £225)
Portable Appliance Test (PAT)	£115 (net £95.83)
EICR & PAT	£320 (net £266.67)
Legionella Risk Assessment	£99.90 (net £83.25)
Energy Performance Certificate (EPC)	£118.80 (net £99)
Obtaining Head Lease	£45 (net £37.50)
Compliance Packs (of monthly rental income)	
Compliance Package A includes Gas Safety Record Portable Appliance Test Smoke and Carbon Monoxide Certificate Legionella Risk Assessment	Compliance Package A (properties with Gas) £263.89 (net £219.91) Compliance Package A (properties with Gas) +EICR (includes an EICR at a reduced rate of £250 inclusive of VAT) EICR £513.89 (net £428.24)
Compliance Package B includes Portable Appliance Test Smoke and Carbon Monoxide Certificate Legionella Risk Assessment	Compliance Package B (properties without Gas) £184.89 (net £154.07) Compliance Package B (properties without Gas) +EICR (includes an EICR at a reduced rate of £250 inclusive of VAT) EICR £434.89 (net £362.41)
HMO	
Licence application fee (HMO/Additional/Selective)	£348 (net £290)
Floorplan	£99 (net £82.50)
Fire Risk Assessment	£312 (net £260)
Fire Detection Certificate	£174 (net £145)
Fire Blanket Installation	£90 (net £75)
Emergency Lighting Certificate	£162 (net £135)

Fire Detection and Emergency Lighting	£250 (net £208.33)
Fire Fighting Equipment Annual Service	£114 (net £95)
Change of Sharer	£300 (net £250)
Rent and Legal Protection	
£0 – £500	£40.80 (net £34)
£501 - £1000	£42 (net £35)
£1001 - £1500	£44.40 (net £37)
£1501 – £2000	£44.40 (net £37)
£2001 - £2500	£45.60 (net £38)
£2501 - £3000	£50.40 (net £42)
£3001+	3% plus VAT of the monthly rent - eg. 3% plus VAT of £3,500 pcm = £126 (net £105)
Property Condition Assessments	
Inventory and Schedule of Condition on Property 1-4 Bedrooms	£238.80 (net £199)
Inventory and Schedule of Condition on Property 5+ Bedrooms	Individually quoted
Check out inspection	£238.80 (net £199)
Accounts	
Providing Copy of Monthly Statement BY POST	£30 (net £25)
Providing an Annual Statement for Tax Assessment	£70.80 (net £59)
Penalties Levied on or by the Agent Due to a shortfall of funds	3% above Barclays Lending Rate
Submission of Non-Resident Landlord receipts to HMRC, to remit and balance the financial return to HMRC quarterly	£90 per quarter (net £75)
Misc	
Court / Bailiff Attendance (First 2 hours)	£144 (net £120)
Court / Bailiff Attendance (For Each Additional Hour)	£54 (net £45)
Legal Documentation	£180 (net £150)
Visit to Property to Locate Meter or Access	£54 (net £45)
Caretaking of Empty Property at the Request of the Landlord (Please note: This service is not available for Let Only properties.)	£54 (net £45)
Arranging and Supervising Major Building or Refurbishment Work (Please note: Thornley Groves employees are NOT qualified / trained Project Managers. This service is only available on Managed properties.)	12% of the total cost of the works (net 10%)
Dealing with Disputes from Non-Housing Act Tenancies (The Tenancy Deposit Scheme will make its independent alternative dispute resolution service available to you as our client.)	£600 (net £500) or 12% (net 10%) of the deposit, whichever is greater
Rent Review Fee Review & Service of Section 13	£270 (net £225)
Additional Keys	£35 (net £29.17)
AML Fees	
Landlord Check	£15 (£12.50 net) per person
Tenant Check	£15 (£12.50 net) per person
Proof of Ownership	£24 (£20 net)