

All the following fees are inclusive of VAT at the current rate, unless otherwise stated. PLEASE NOTE - There are differing charges for Landlords of Managed and Let Only properties.

Legal Requirements and Best Practice Individual Certificates	
Gas Safety Record	£95.00 inc. VAT (net £79.17)
Smoke Alarms & Carbon Monoxide Certificate	£19.99 inc. VAT (net £16.66)
Gas Safety Record & Smoke Alarms/Carbon Monoxide Certificate	£114.99 inc. VAT (net £95.83)
Heating and Hot Water Annual Servicing	£118.80 inc. VAT (net £99.00)
Electrical Installation Condition Report (EICR)	£225.00 inc. VAT (net £187.50)
Portable Appliance Test (PAT)	£115.00 inc. VAT (net £95.83)
EICR & PAT	£290.00 inc. VAT (net £241.67)
Legionella Risk Assessment	<b>Managed</b> - £99.90 inc. VAT (net £83.25) <b>Let Only</b> - £119.88 inc. VAT (net £99.90)
Energy Performance Certificate (EPC)	£98.00 inc. VAT (net £81.67)
Obtaining Head Lease and/or clarification of ownership via the Land Registry	£37.98 inc. VAT (net £31.65)

Compliance Packs (of monthly rental income)

Choose one of our packages to make great savings on all your Compliance Certificates!

**Compliance Package A (properties with Gas) includes;**

- Gas Safety Record
- Portable Appliance Test
- Smoke and Carbon Monoxide Certificate
- Legionella Risk Assessment

**Compliance Package B (properties without Gas) includes;**

- Portable Appliance Test
- Smoke and Carbon Monoxide Certificate
- Legionella Risk Assessment

You can also add an EICR to either of the above packages for just £199.00 inc. VAT!

Compliance Package A (properties with Gas)	£263.89 inc. VAT (net £219.91)
Compliance Package A (properties with Gas) +EICR	£462.89 inc. VAT (net £385.74)
Compliance Package B (properties without Gas)	£184.89 inc. VAT (net £154.07)
Compliance Package B (properties without Gas) +EICR	£383.89 inc. VAT (net £319.91)

HMO Fees	
Licence application fee (HMO/Additional/Selective)	£300.00 incl VAT. (net £250.00)
Fire Risk Assessment	£252.00 inc VAT. (net £210.00)
Fire Detection Certificate	£174.00 inc VAT. (net £145.00)
Emergency Lighting Certificate	£162.00 inc VAT. (net £135.00)
Fire Detection and Emergency Lighting	£194.40 inc VAT. (net £162.00)
Fire Fighting Equipment Annual Service	£114.00 inc VAT. (net £95.00)



LANDLORD FEES

Letting & Managing your Property with Thornley Groves

Keys – Let Only Landlords	
Arranging Copies / Additional Keys, Fobs etc:	£35.00 inc. VAT (net £29.17)

Lettings Fees	
Let Only	Minimum £834.00 inc. VAT (net ££695.00) Maximum 90% of First Months Rent inc. VAT (net 75%)
Let with Management	Minimum £780.00 inc. VAT (net £650.00)Maximum 90% of First Months Rent inc. VAT (net 80%)
Let Only (North/South Manchester)	Minimum £750.00 inc. VAT (net £625.00) Maximum 90% of First Months Rent inc. VAT (net 75%)
Let with Management (North/South Manchester)	Minimum £630.00 inc. VAT (net £525.00) Maximum 60% of First Months Rent inc. VAT (net 50%)

Management Fees (of monthly rental income)

- 12% inc. VAT (net 10%)** subject to a minimum monetary amount of £72.00 inc. VAT (net £60.00) per calendar month.
- For rents over £1,500.00pcm rates** can be separately negotiated.
- For all new customers**, your Management charge will be inclusive of one months’ free Rent and Legal Protection, giving you complete peace of mind.
- Landlord Withdrawal fee** (Thornley Groves supplied suitable Tenant) - £240.00 inc. VAT (net £200.00)

Referencing Fees (of monthly rental income)

Managed	1 Tenant - £60.00 inc. VAT (net £50.00) 2 Tenants - £99.90 inc. VAT (net £83.25) 3 Tenants - £144.00 inc. VAT (net £120.00) 3+ Tenants - £210.00 inc. VAT (net £175.00) Guarantor Fee - £60.00 inc. VAT (net £50.00) Managed check out inspection - £60 inc VAT (net £50)
Let Only	1 Tenant - £78.00 inc. VAT (net £65.00) 2 Tenants - £144.00 inc. VAT (net £120.00) 3 Tenants - £192.00 inc. VAT (net £160.00) 3+ Tenants - £228.00 inc. VAT (net £190.00) Guarantor Fee - £78.00 inc. VAT (net £65.00)

Inventories / Checkouts – Let Only Landlords Inventory prices include inventory updates, i.e. re-lets.	
Inventories on Lets up to £750.00pcm	<b>Unfurnished</b> £120.00 inc. VAT (net £100.00) <b>Furnished</b> £150.00 inc. VAT (net £125.00)
Inventories on Lets of £751.00pcm to £1500.00pcm	<b>Unfurnished</b> £180.00 inc. VAT (net £150.00) <b>Furnished</b> £230.00 inc. VAT (net £195.00)
Inventories on Lets of £1501.00pcm to £2500.00pcm	<b>Unfurnished</b> £240.00 inc. VAT (net £200.00) <b>Furnished</b> £270.00 inc. VAT (net £225.00)
Inventories on Lets of £2501.00pcm or More	Subject to Negotiation
Checkout Inspection and Report Lets Up to £1,000.00pcm	<b>Unfurnished</b> £120.00 inc. VAT (net £100.00) <b>Furnished</b> £170.00 inc. VAT (net £150.00)
Checkout Inspection and Report Lets of £1,001.00pcm and Over	<b>Unfurnished</b> £180.00 inc. VAT (net £150.00) <b>Furnished</b> £210.00 inc. VAT (net £175.00)

Tenancy Deposit Scheme	
Security Deposit Registration	<b>Let Only</b> £70.80 inc. VAT (net £59.00)
Security Deposit Registration	<b>Managed Let</b> No Fee
Renewing Registration in Subsequent Years	<b>Let Only</b> £70.80 inc. VAT (net £59.00)
Renewing Registration in Subsequent Years	<b>Managed Let</b> £40.00 inc. VAT (net £35.00)

Tenancy Renewal	
Extending an Existing Tenancy Following Expiry of Fixed Term:	<b>Let Only £225.00 inc. VAT (net £195.00)</b> <b>Managed</b> £175.00 inc. VAT (net £145.00) <b>Student</b> £540 inc. VAT (net £450.00)

Accounts	
Providing Copy of Monthly Statement BY POST	£30.00 inc. VAT (net £25.00) Per Statement
Providing Copy of Monthly Statement BY EMAIL	No Fee
Providing an Annual Statement for Tax Assessment	£70.80 inc. VAT (net £59.00)

Overseas Landlord Tax	
LL Failure to Apply for Approval Number from Inland Revenue	£30.00 inc. VAT (net £25.00) Per Month
Penalties Levied On or By the Agent Due to 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 incl VAT per quarter (net £75.00)

Miscellaneous	
Court / Bailiff Attendance (First 2 Hours)	£114.00 inc. VAT (net £95.00)
Court / Bailiff Attendance (For Each Additional Hour)	£36.00 inc. VAT (net £30.00)
Visit to Property to Locate Meter or Access	£30.00 inc. VAT (net £25.00)
Caretaking of Empty Property at the Request of the Landlord (Please note: This service is not available for Let Only properties.)	£30.00 inc. VAT (net £25.00) Per Week
Arranging and Supervising Major Building or Refurbishment Work (Please note: Thornley Groves employees are NOT qualified / trained Project Managers. This service is not available for Let Only properties.)	12% inc. VAT (net 10%) of Total Cost of the Works
Energy Supplier Appointed by Thornley Groves	No Fee or £30.00 inc. VAT (net £25.00 Administration Fee to Opt Out

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.)	£600.00 inc. VAT or 12% of the Deposit (Whichever is the Greater)
<b>Rent Review Fee:</b> 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.	60.00

Rent and Legal Protection

Guarantee your rental income and protect yourself from the cost of obtaining legal possession of your property in the event that your Tenant(s) default their rental payments or if they complete any Tenancy breach that gives grounds for possession.

This service is available to Managed Landlords only, at a charge of £29.99 a month, inclusive of VAT (net £24.99) for rents up to £2,500.00 per calendar month. For rents between £2,501.00pcm and £5,000.00pcm, it is available at a charge of £35.00 a month, inclusive of VAT (net £29.17).

For rents between £5,001.00pcm and £7,500.00pcm, the charge is £55.00 inclusive of VAT (net £45.83) a month and for rents between £7,501.00 and £10,000.00 the charge will be £65.00 inclusive of VAT (net £54.17).

By spending £358.80 including VAT (net £299.00) over the course of 12 months, you have a guaranteed rental income of £10,200.00, based on a monthly rent of £850.00pcm. (Calculation is based on the service cost of rents up to £2,500.00pcm). The cost of this service represents only 3.5% of annual income.

\*For all new customers, your Management charge will be inclusive of one month FREE cover, giving you complete peace of mind.

Therefore, in year one, the cost of cover equates to a monthly spend of £27.40 including VAT (net £22.83) across 12 months, due to the FREE service in month one, and represents only 3.2% of the annual income, based on a monthly rent of £850.00pcm. (Calculation is based on the service cost of rents up to £2,500.00pcm)

A big risk removed, by a small monthly cost!

\*Rent and Legal Protection is not available for customers where the rental amount exceeds £10,000.00 per calendar month.