

FEES TO: LANDLORDS

LEVELS OF SERVICE OFFERED:

TENANT FIND: 78% (Inc VAT)

INCLUDES:

- Collect and remit initial month's rent received, collect deposit
- Deduct any pre-tenancy invoices
- Arrange safety testing necessary for the tenancy to commence
- Draft commencing tenancy paperwork including valid tenancy agreement
- Advise all relevant utility providers of changes
- Forward all tenancy paperwork to assist the landlord in the management of the tenancy from the move in date
- Continued support with any questions or advice needed during the tenancy

RENT COLLECTION: 6% (Inc VAT) monthly

INCLUDES:

- Collect and remit the monthly rent received
- Pursue non-payment of rent and provide advice on rent arrears actions
- Deduct commission monthly
- Deduct any pre-tenancy invoices
- Arrange safety testing necessary for the tenancy to commence
- Draft commencing tenancy paperwork including valid tenancy agreement
- Advise all relevant utility providers of changes
- Forward all tenancy paperwork to assist the landlord in the management of the tenancy from the move in date
- Continued support with any questions or advice needed during the tenancy

FULLY MANAGED: 12% (Inc VAT) monthly

INCLUDES:

- Collect and remit the monthly rent received
- Pursue non-payment of rent and provide advice on rent arrears actions
- Deduct commission and other works
- Draft all tenancy paperwork including tenancy agreement
- Advise all relevant utility providers of changes at the beginning and end of the tenancy
- Pay any required bills on the Landlord's behalf, such as building management, insurance, etc...
- Undertake regular routine inspections of the property (1st at 3 months, then every 6 months) and notify landlord of the outcome
- Arrange routine repairs and instruct approved contractors to quote and carry out works as needed
- Hold keys throughout the tenancy term
- Liaise with tenants before, during, and at the end of the Tenancy
- Negotiate rent increases and tenancy renewals
- Undertake a final inspection of the property and negotiate with the tenants any disbursement of the deposit; organize repairs and replacement cost of any broken or missing items
- Advise on non-resident tax status and HMRC (if relevant)

ADDITIONAL NON-OPTIONAL FEES AND CHARGES (IRRESPECTIVE OF LEVEL OF SERVICE):

Tenancy Set-Up Fee: £120 (inc VAT) – Landlords share per tenancy

- To agree market rent and find a tenant in accordance with the landlords guidelines
- Advise on refurbishment
- Provide guidance on compliance with statutory provisions and letting consents
- Carry out accompanied viewings (as appropriate)
- Market the property within the office and on relevant property portals
- Erect board outside property (if one is allowed)
- Register deposit with the Deposit Protection Service (DPS) and provide tenant(s) with Prescribed Information within 30 days of start of tenancy

Inventory Fee: £78 (inc VAT) – Landlord's share per tenancy

- To carry out a detailed Inventory/Schedule of condition of a property with 4 bedrooms or less. Any additional bedrooms will have a surcharge of £30 (inc VAT).



*A free, fair and independent service for buyers,
sellers, tenants and landlords of property in the UK.*

Independent redress provided by:

IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF STAFF OR VISIT WWW.RAFLATT.CO.UK