



## Landlord Fees & Charges

### **Lettings Service**

Agreements for 6 months or longer

#### **10% + VAT**

12% Inc. VAT

Of the total rent payable for the initial term of the tenancy.

This commission will also be due on every tenancy renewal.

### **Rent Collection Service**

Charged in addition to lettings service

#### **2% + VAT**

2.4% Inc. VAT

Of the total rent payable for the initial term of the tenancy.

### **Letting & Management Service**

#### **15% + VAT**

18% Inc. VAT

Of the total rent payable for the initial term of the tenancy.

## **Additional non-optional fees & charges**

**(irrespective of level of service)**

### **Tenancy Agreement Fee**

Assured & Non-Assured shorthold tenants

**£300 + VAT**

£360 Inc. VAT

### **Reference Fee**

Per Tenant & Guarantor

**£40 + VAT**

£48 Inc. VAT

### **Deposit Registration Fee**

**£50 + VAT**

£60 Inc. VAT

### **Inventory Cost**

The cost of the inventory and check in & out will be passed directly to the landlord from the inventory company used, dependant on the size and content of the property

### **Sale of the property to the tenant**

**1.5% + VAT of the sale price**

1.8% Inc. VAT of the sale price

## Lettings Services costs

### Letting only

10% + VAT (12% inc VAT) of the agreed rent for the entire term, due in full at the commencement of the tenancy.

To include:

- Visit to your property and advice on the current market rent achievable
- Advice on how to optimise rent
- Information and advice provided on current legislation - eg EICR, Gas Safety Certificate
- Professional photography and floorplans
- Marketing of the property on Rightmove, PrimeLocation, Zoopla and Regency Estate Group website.
- Negotiation of the terms of the tenancy between tenant and Landlord
- Process tenant references
- Prepare a Tenancy Agreement
- Collect one month's rent in advance (additional rent in advance may be applicable subject to tenant credentials) plus five weeks' deposit
- Arrange an independent inventory clerk to prepare and check inventory (new tenancies only, cost available on request)
- Arrange safety certificates if requested (new tenancies only, costs available on request)
- Negotiate terms of the tenancy renewal

### Letting & Property Management

15% + VAT (18% inc VAT) of the agreed rent for the entire term, due in full at the commencement of the tenancy.

To include:

- Visit to your property to advise on the current market rent achievable
- Point of contact for the tenant
- Registration of the deposit with the Deposit Protection Scheme (TDS)

- Rent Collection and payment to the Landlord's designated account
- Quotations for maintenance works
- Instruct contractors to complete agreed maintenance works
- Arrange check-out for tenants
- Arrange return of deposit minus any applicable deductions
- Interim property visits at the Landlord's request
- Serve any relevant notice - eg Section 21

### **Management only**

5% + VAT (6% inc VAT) of the agreed rent for the entire term, due in full at the commencement of the tenancy.

### **Renewal fee**

8% + VAT (9.6% inc VAT) of the agreed rent for the entire term, due in full at the commencement of the tenancy. Please note that the annual Management fee will be in addition to the renewal fee if using our management service.

### **Short Let fee**

25% + VAT (30% inc VAT). Tenancies that extend beyond the initial term without a new tenancy agreement being signed will enter into a 'rolling' periodic tenancy. A 12-month fee will be due in accordance with the above fee breakdown.

### **Reference & Guarantor fee**

£35 + VAT (£42 inc VAT) per person

Each tenant entering into a tenancy will require a reference check – this includes a credit check and a 'Right to Rent' check. If applicable some tenants may require a guarantor check – someone suitable to guarantee the rent if the tenant's income does not meet the minimum required threshold. Total reference and guarantor fees payable will be displayed in your confirmation letter once the letting terms of your property are agreed

### **Inventory Check-in & Check-out fees and rates**

We recommend on every tenancy, that the landlord opts to have an inventory check-in and check-out carried out by an independent company. Depending on the size of your property and whether furnished or unfurnished, the rates range from £130 - £210 inclusive of VAT. A full price list is available upon request.

**Tenancy Agreement Fee**

£250 + VAT (£300 inc VAT)

**Tenant Security Deposit**

£45 + VAT (£54 inc VAT)

At the Landlord's discretion and authorisation a change of tenant name may be permitted - ie within a shared household. Regency Estate Group can complete this amendment including the new Tenancy Agreement (excluding reference, guarantor checks and inventory costs).

**Additional expenses**

Your property may require a Landlord Gas Safety Certificate, an EICR, a Portable Appliance Test (PAT), an Energy Performance Certificate (EPC) and/or professional cleaning prior to a new tenancy. Please discuss with the Lettings team and they will advise you on what requirements must be met.