

LANDLORD FEES

LETTINGS & MANAGEMENT



STANDARD FEES

Description	Amount
Lettings Services	
Let Only Fee - including marketing your property, conducting viewings, negotiating & securing tenants, referencing, producing tenancy agreement.	5% of annual rental Subject to a minimum charge of £650
Tenancy Renewal Commission Fee - we do not charge renewal commission.	0%
Tenancy Renewal Admin Fee - including production of extension tenancy agreement.	£250 for standard lettings £185 for individual HMO room lettings + £30 per new tenant / guarantor requiring reference
Property Management	
Property Management Service - including rent collection & accounting, regular arrears checks & chasing rent arrears, processing statements for the Landlord, main contact for tenants & landlord, maintenance: repairs & replacements handling, one property visit, arranging annual gas safety checks, negotiating the deposit release, serving notices if required.	8% paid monthly for standard lettings 12% paid monthly for HMOs (room by room lets)

SHORT LETS

Description	Amount
Short Let Services	
Short Let and Management Service - For stays shorter than 6 months	15% of rental period Subject to a minimum charge of £1,000

RENT PROTECTION INSURANCE

Description	Amount (per annum)	Amount (per annum)
Rent Protection Insurance	Management Property	Non-Management Property
Rent amount of £0 - £2,500 pcm	£255	£285
Rent amount of £2,501 - £5,000 pcm	£355	£405
Rent amount of £5,001 - £7,500 pcm	£445	£505
Rent amount of £7,501 - £10,000 pcm	£700	£790
Handling of Rent Insurance Claim	£175	£295

OTHER OR ADDITIONAL FEES

Description	Amount
Other Costs	
Property Management Onboarding - We require a list of property specific information in order to manage the property effectively. This includes details/photography on property access, energy supplies, meters, stop cocks, video demonstrating how to shut off water, isolation valves, appliance information, warranties, boiler/heating/cooling systems, filling loop and pressure gauge video, parking, planning use class, licensing status, property layout, key safes, access panels, fire doors features, dates on smoke/heat/CO1 detectors, history of property issues, freeholder/leaseholder/block management/neighbours contact information and organising 2x full sets of keys for agency.	£250 for agent to complete The landlord can avoid cost if all information is provided to the agent as per the Instruction Agreement
Pre Let Service - includes instructing / coordinating any works or purchases on your behalf before a tenancy or short-stay starts to prepare the property for letting.	10% Charged of invoiced works
Furnishing / Refurbishment Management - We undertake partial or total or furnishing / refurbishment of the Property where works costing more than £1,000.	10% Charged of total value of furnishing / refurbishment
Additional Agent - You instruct an additional agent to market the Property during the Sole Agency Period.	£300
Property Photography - Professional photography, 360 tour or video of the property. Extra cost required if property requires decluttering for photography.	£150
Property Floorplan - Professional floorplan created of the property.	£150
Property Dressing Service - Includes dressing property with soft furnishings and lighting. Property must be vacant and professionally cleaned prior to dressing.	On Request
Landlord Withdrawal - You withdraw from entering into a Tenancy Agreement after the Tenant(s) passes references.	£200

Property Check-In / Out Inventory Report	<p>£110* (HMO Room) £160* (Studio/1 bed) £175* (2 bed) £190* (3 bed) £205*(4 bed) £220* (5 bed)</p>
Additional Mid-Term Property Inspection Report	<p>£75 - £110* Depending on size / furnishing of property</p>
Miscellaneous Duties - Includes waiting at the property, arranging key cutting or similar duties.	£40 per hour or part thereof
Legal Attendance - Includes attendance at Court or any Tribunal on your behalf.	£80 per hour or part thereof
Insurance Claim Assistance - We assist in relation to insurance claims.	On Request
Addendum - Change or addition of a clause or term of tenancy agreement (not including tenant addition/change)	£50 if change requested by landlord
Addendum - Change or addition of a tenant in an existing tenancy agreement by Tenant request. Agent limited to charge Tenant a maximum of £50 as per Tenant Fees Act 2019.	£250 payable by landlord
Tenant Early Termination of Tenancy (should Landlord accept) - In this scenario Agent fees are charged to the Tenant including: Check-Out Inspection, Letting Fee and any rent up until the day before the new tenant starts tenancy.	£0 payable by landlord
Property Certificates	
Gas Safety Certificate	£95*
Boiler Servicing	£95*
Energy Performance Certificate (EPC)	£95*
PAT (Portable Appliance Test)	£95*
Electrical Installation Condition Report (EICR)	On Request
Emergency Lighting Periodic Inspection and Testing Certificate;	On Request
Fire Detection and Alarm System Periodic Test Report;	On Request
Selective, Additional or Mandatory License Application	£195
Arrangement fee of any certificates	£25 per certificate <i>(only chargeable for non-Management properties)</i>

** Price may vary higher or lower by up to 15% depending on contractor, parking, property size or level/number of furnishings or appliance(s).*

Once Prime Living is VAT registered, all prices are subject to an increase of 20% (VAT rate).