



IS AN ARLA LICENSED MEMBER
WWW.ARLA.CO.UK

**CLIENTMONEYPROTECTION
 (CMP)PROVIDEDBY:ARLA**



**INDEPENDENTREDRESS
 PROVIDED BY: TPOs**



FEES TO: LANDLORDS

<http://hucclecote.cjhole.co.uk/>

LEVEL OF SERVICE OFFERED:

Tenant find: 78% of rent (Inc VAT)

INCLUDES:

- Collect and remit initial months' rent received
- Agree collection of any shortfall and payment method
- Provide tenant with method of payment
- Deduct any pre-tenancy invoices
- Make any HMRC deduction and provide tenant with the NRL8 (if relevant)

Rent collection: 10.8% of rent (Inc VAT)

INCLUDES:

- Collect and remit the monthly rent received
- Deduct commission and other works
- Arrangement payments from rental for statutory requirements
- Pursue non-payment of rent and provide advice on rent arrears actions

Fully managed: 12% of rent (Inc VAT)

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
- Advise all relevant utility providers of changes
- Undertake quarterly inspection visits per annum and notify landlord of the outcome
- Arrange routine repairs and instruct approved contractors (providing two quotes)
- Hold keys throughout the tenancy term

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

Setup Fee (Landlords Share):

£360 (inc. VAT)

- Agree the market rent and find a tenant in accordance with the landlord guidelines;
- Advise on refurbishment
- Provide guidance on compliance with statutory provisions and letting consents
- Carry out accompanied viewings (as appropriate)
- Market the property and advertise on relevant portals
- Erect board outside property in accordance with Town and Country Planning Act 1990
- Advise on non-resident tax status and HMRC (if relevant)

Inventory Report – Schedule of Condition [Tenant Find only]

£108 (inc. Vat)



#LOOKFORTHELOGO
WWW.ARLA.CO.UK/FIND-AGENT

Cj HOLE

.com

est. 1867

IS AN ARLA LICENSED MEMBER
WWW.ARLA.CO.UK

CLIENTMONEYPROTECTION
(CMP) PROVIDED BY: ARLA



INDEPENDENT REDRESS
PROVIDED BY: TPOs



FEES TO: LANDLORDS

<http://hucclecote.cjhole.co.uk/>

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

Deposit Registration Fee:	No Charge
<ul style="list-style-type: none">Register landlord and tenant details and protect the security deposit with a Government-authorised SchemeProvide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of start of tenancy	
Additional property visits:	£30 (inc. VAT)
<ul style="list-style-type: none">To attend for specific requests such as neighbour disputes; more visits are required to monitor the tenancy; or any maintenance-linked visit	
Arrangement Fee for works over £1500:	10% of net cost
<ul style="list-style-type: none">Arranging access and assessing costs with contractor;Ensuring work has been carried out in accordance with the specification of worksRetaining any warranty or guarantee as a result of any works	
Arrangement fee for refurbishments over £1500	10% of net cost
<ul style="list-style-type: none">Arranging access and assessing costs with contractor;Ensuring work has been carried out in accordance with the specification of worksRetaining any warranty or guarantee as a result of any works	
Obtaining more than two contractors quotes	£30 (inc. VAT) per
Rent Review Fee	£12 (inc. VAT)
<ul style="list-style-type: none">Review rent in accordance with current prevailing market condition and advise the landlordNegotiate with tenantDirect tenant to make payment change as appropriateUpdate the tenancy agreementServe Section 13 Notice if tenancy is on a rolling monthly basis	
Checkout Fee (landlords share) [Tenant Find Only]	£60 (inc. VAT)
<ul style="list-style-type: none">Agree with tenant check out date and time appointmentInstruct inventory provider to attendNegotiate with landlord and tenant any disbursement of the security depositReturn deposit as agreed with landlord and tenant to relevant partiesRemit any disputed amount to Scheme for final adjudicationUnprotect security depositInstruct contractors; obtain quotes; organise repairs /replacement/cost of any broken or missing items	
Court Attendance	£120 (inc. VAT) per hour
Withdrawal of property/tenancy before tenancy has commenced but after holding deposit has been taken and referencing commenced	£120 (inc. VAT)
Termination of Rent collection or Fully managed service during tenancy	£780 (inc. VAT)

IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF STAFF

#LOOKFORTHELOGO
WWW.ARLA.CO.UK/FIND-AGENT

