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CLIENT MONEY PROTECTION
(CMP) PROVIDED BY: **ARLA**



INDEPENDENT REDRESS
PROVIDED BY: **TPOs**



FEES TO: LANDLORDS

www.concentricproperty.co.uk/hinckley

LEVEL OF SERVICE OFFERED:

| Let only service (see set up fee below) | Fully managed: 12% of rent (Inc VAT) | |
|---|--|--|
| <p>INCLUDES:</p> <ul style="list-style-type: none"> • 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 • Advise all relevant utility providers of changes | <p>INCLUDES:</p> <ul style="list-style-type: none"> • 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 • Arrange routine repairs and instruct approved contractors (providing two quotes) • Hold keys throughout the tenancy term • Make any HMRC deduction and provide tenant with the NRL8 (if relevant) | |

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

| Setup Fee (Landlords Share): | Fully managed | 60% of the 1st months rent or a minimum of £330 (Inc VAT) |
|--|---------------|---|
| | Let Only | 84% of the first months rent or a minimum of £459 (Inc VAT) |
| <ul style="list-style-type: none"> • 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 Fee £75 + VAT

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

| | |
|--|------------------|
| Deposit Registration Fee: | £21.60 (inc VAT) |
| • Register landlord and tenant details and protect the security deposit with a Government-authorised Scheme | |
| • Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of start of tenancy | |
| Interim property visits: | £66 (inc VAT) |
| • Undertake two inspection visits per annum and notify landlord of the outcome | |
| Arrangement fee for refurbishments | by quotation |
| • Arranging access and assessing costs with contractor; | |
| • Ensuring work has been carried out in accordance with the specification of works | |
| • Retaining any warranty or guarantee as a result of any works | |
| Renewal Fee (landlords share) | £72 (inc VAT) |
| • Contract negotiation, amending and updating terms and arranging a further tenancy and agreement | |
| Checkout Fee (landlords share) | £66 (inc VAT) |
| • Agree with tenant check out date and time appointment | |
| • Negotiate with landlord and tenant any disbursement of the security deposit | |
| • Return deposit as agreed with landlord and tenant to relevant parties | |
| • Remit any disputed amount to Scheme for final adjudication | |
| • Unprotect security deposit | |
| • Instruct contractors; obtain quotes; organise repairs /replacement/cost of any broken or missing items | |

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



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