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## Fees To Landlords

Client Money protection provided by

## arla | propertymark PROTECTED Independent Redress provided by



## Level of service offered

TENANT FIND:	RENT COLLECTION:	FULLY MANAGED:
10% plus VAT	11% plus VAT	16% plus VAT
(12% of rent inc VAT)	(13.2% of rent inc VAT)	(19.2% of rent inc VAT)
INCLUDES:	INCLUDES:	INCLUDES:
<ul> <li>Collect and remit initial months' rent received</li> <li>Agree collection of any shortfall and payment method</li> <li>Provide tenant with method of payment</li> <li>Deduct any pre-tenancy invoices</li> <li>Make any HMRC deduction and provide tenant with the NRL8 (if relevant)</li> </ul>	<ul> <li>Collect and remit the monthly rent received</li> <li>Deduct commission and other works</li> <li>Pursue non-payment of rent and provide advice on rent arrears actions</li> <li>Make any HMRC deduction and provide tenant with the NRL8 (if relevant)</li> </ul>	<ul> <li>Collect and remit the monthly rent received</li> <li>Pursue non-payment of rent and provide advice on rent arrears actions</li> <li>Deduct commission and other works</li> <li>Advise all relevant utility providers of changes</li> <li>Undertake two inspection visits per annum and notify landlord of the outcome</li> <li>Arrange routine repairs and instruct approved contractors (providing two quotes)</li> <li>Hold keys throughout the tenancy term</li> <li>Make any HMRC deduction and provide tenant with the NRL8 (if relevant)</li> </ul>

SETUP FEE (LANDLORD'S SHARE): £240.00 (inc VAT)	ARRANGEMENT FEE FOR REFURBISHMENTS OVER
<ul> <li>Agree the market rent and find a tenant in</li> </ul>	£500.00 X 12% of net cost
accordance with the landlord guidelines	<ul> <li>Arranging access and assessing costs with</li> </ul>
Advise on refurbishment	contractor;
<ul> <li>Provide guidance on compliance with statutory</li> </ul>	• Ensuring work has been carried out in accordance
provisions and letting consents	with the specification of works
Carry out accompanied viewings (as appropriate)	Retaining any warranty or guarantee as a result of
Market the property and advertise on relevant	any works
portals	
• Erect board outside property in accordance with	OBTAINING MORE THAN TWO CONTRACTOR
Town and Country Planning Act 1990	QUOTES:
Advise on non-resident tax status and HMRC (if	£42.00 (inc VAT) per quote
relevant)	
	RENT REVIEW FEE: £90.00 (inc VAT)
INVENTORY FEE (LANDLORD'S SHARE)	Review rent in accordance with current prevailing
• Dependent on the number of bedrooms and/or	market condition and advise the landlord
size of the property and outbuildings. A quotation can be sought prior to engagement.	<ul> <li>Negotiate with tenant</li> <li>Direct tenant to make payment change as</li> </ul>
can be sought prior to engagement.	appropriate
DEPOSIT REGISTRATION FEE: £42.00 (inc VAT)	Update the tenancy agreement
Register landlord and tenant details and protect	<ul> <li>Serve Section 13 Notice if tenancy is on a rolling</li> </ul>
the security deposit with a Government-authorised	monthly basis
Scheme	
• Provide the tenant(s) with the Deposit Certificate	RENEWAL FEE (LANDLORD'S SHARE): £90.00 (inc
and Prescribed Information within 30 days of start of	VAT)
tenancy	<ul> <li>Contract negotiation, amending and updating</li> </ul>
	terms and arranging a further tenancy and
ADDITIONAL PROPERTY VISITS: £90.00 (inc VAT)	agreement
• For specific requests such as neighbour disputes;	
more visits are required to monitor the tenancy; or	CHECKOUT FEE (LANDLORD'S SHARE):
any maintenance-linked visit	Dependent on the number of bedrooms and/or size
	of the property and outbuildings. A quotation can be
SUMISSION OF NON-RESIDENT LANDLORDS	sought prior to engagement.
RECEIPTS TO HMRC: £42.00 (inc VAT) quarterly	<ul> <li>Agree with tenant check out date and time</li> </ul>
• To remit and balance the financial return to HMRC	appointment
quarterly and respond to any specific query relating	<ul> <li>Instruct inventory provider to attend</li> </ul>
to the return from the landlord or HMRC	<ul> <li>Negotiate with landlord and tenant any</li> </ul>
	disbursement of the security deposit
ARRANGEMENT FEE FOR WORKS OVER £500.00 X	Return deposit as agreed with landlord and tenant
10% of net cost	to relevant parties
Arranging access and assessing costs with	Remit any disputed amount to Scheme for final
contractor;	adjudication
Ensuring work has been carried out in accordance with the specification of works	Unprotect security deposit     Instruct contractors: obtain quotos: organico
<ul><li>with the specification of works</li><li>Retaining any warranty or guarantee as a result of</li></ul>	<ul> <li>Instruct contractors; obtain quotes; organise repairs /replacement/cost of any broken or missing</li> </ul>
any works	items
	COURT ATTENDANCE: £90.00 (inc VAT) per hour

Additional non-optional fees and charges (irrespective of level of service)