

# LANDLORD FEES SCHEDULE



[www.wilkinsons.co.uk](http://www.wilkinsons.co.uk)

## SERVICE LEVELS

We have three standard service levels and can tailor these to your requirements. Please see the *Service Options* sheet for what is included and see our Terms and Conditions for full details.

### Let Only: 9% (10.8% inc. VAT)

Charged six monthly in the first year to aid landlord's cashflow. Commission of 6%+vat (7.2%) charged six monthly in years two and three of an ongoing tenancy (whether extended in writing or not).

### Let & Rent Collection: 11% (13.2% inc. VAT)

### Let & Full Management: 14% (16.8% inc. VAT)

For the Rent Collection and Management services, the fee is charged on a monthly basis for the duration of the tenancy and deducted from the monthly rent we collect on your behalf.

## ADDITIONAL FEES AND CHARGES

### PRE-TENANCY FEES (LET ONLY AND RENT COLLECTION SERVICE LEVELS)

Arranging and facilitating statutory compliance (this is in addition to the costs of the item itself) if not provided upon instruction or undertaken by the landlord:

- Arranging Energy Performance Certificate (EPC) £30.00 (inc. VAT) per tenancy.
- Arranging Gas Safety Certificate (GSC) £30.00 (inc. VAT) per tenancy.
- Arranging Electrical Installation Condition Report (EICR) £30.00 (inc. VAT) per tenancy

- Arranging Portable Appliance Testing (PAT) £30.00 (inc. VAT) per tenancy.
- Arranging Legionella Risk Assessment £30.00 (inc. VAT) per tenancy.
- Arranging for Installing Smoke alarms and Carbon Monoxide £30.00 (inc. VAT) per tenancy.
- Arranging for Testing Smoke alarms and Carbon Monoxide detectors on the first day of the tenancy £30.00 (inc. VAT) per tenancy.
- Handling local authority licensing application £60.00 (inc. VAT) per tenancy.
- Visual check of the property and report provided ('Pre-Tenancy Visit') prior to the first day of the tenancy £60.00 (inc. VAT) per tenancy.

**All the above arrangements are included in our Managed Service at no cost from us.**

### START OF TENANCY FEES (ALL SERVICE LEVELS)

Set-up Fee: £195+VAT (£234 inc. VAT) per tenancy.

Full, professional, tenant referencing (ID checks, Right-to-Rent check, financial credit checks, obtaining references from current or previous employers / landlords and any other relevant information to assess affordability) as well as contract negotiation (amending and agreeing terms), arranging the electronic signing of the tenancy agreement and registering the deposit.

Deposit Registration Fee: INCLUDED IN SET-UP FEE

Please ask a member of staff if you have any questions about our fees.

### CLIENT MONEY PROTECTION:

[www.propertymark.co.uk](http://www.propertymark.co.uk)

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### INDEPENDENT REDRESS:

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Rent Protection Insurance (RPI) – Available at very competitive rates, cost dependent on rent level. Please enquire.

Upon successful referencing, our provider is able to offer RPI. This product will pay the rent should a tenant fail to do so and there is no excess. Additionally, up to 2 weeks rent is paid when possession is gained and prior to the start of a new tenancy. Legal expenses - Cover for up to £100,000 should the Tenant need to be evicted. Terms apply. Full details on request.

Professional Independent Inventory: Cost dependant on the number of bedrooms and/or size of the property and any outbuildings. Please enquire for prices which are charged at cost.

Accompanied Check-in Fee: £60.00 (inc. VAT) per tenancy. Attending the property to welcome the tenant(s) and represent the Landlord at check-in. This is subject to an approved Inventory as above.

Landlord Withdrawal Fee (before move-in): £300.00 (inc. VAT) per tenancy. To cover the costs associated with the marketing, advertising and tenancy set-up should the landlord withdraw from the tenancy before it has started.

### DURING TENANCY FEES

Additional Property Visits: £50.00 (inc. VAT) per visit. Should the landlord request property visits in addition to those within their existing Terms of Business, this covers the costs of attending the property (for instance to meet contractors). Letting or Rent Collection services only (included in Managed service)

Property Visit by a Property Manager: £114.00 (inc. VAT). For our Letting and Rent Collection clients we can perform occasional visits to inspect the property condition and, where possible, meet with tenants. Includes electronic report and photos emailed to client and advice on works required. Our Managed clients receive three/four such visits per year included in the service.

Renewal (Tenancy Extension) Fees: £114.00 (inc. VAT) per tenancy. Contact tenant at least 2 months prior to tenancy end, contract negotiation, advising landlord on market conditions and suggesting appropriate rent review, negotiate new rent with tenant, ensuring tenant has continued Right To Rent, amending and updating terms and arranging for the electronic signing of a further tenancy extension agreement.

If the tenant has decided not to extend, we will (with the landlords approval) remarket the property in order to minimise vacant time between tenancies.

Additional works fee: £60.00 (inc. VAT) per hour, for works required over and above our standard terms, e.g. arranging/progressing insurance claims, arranging property renovations.

From the point that repeat commissions cease on the Let Only service the extension fee is £175 (+vat=£210.00) per tenancy extension.

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## ADDITIONAL FEES AND CHARGES

### END OF TENANCY FEES

**Check-out Fee:** We arrange for the inventory clerk to attend the property to undertake an updated Schedule of Condition based on the original inventory. Clerks charge is dependent on the number of bedrooms and/or size of the property and any outbuildings. Please enquire for prices.

**Tenancy Dispute Fee:** £120.00 (inc. VAT)) then £60.00 (inc. VAT) per hour thereafter. Charged if either tenant or landlord raise a dispute for arbitration with The Dispute Service. The costs associated the preparation of any documentation, evidence, submitting the case to the tenancy deposit scheme as well as dealing with correspondence relating to the dispute. This only applies where the agent has protected the deposit.

**Court Attendance Fees:** £60.00 (inc. VAT) per hour.

### FINANCIAL CHARGES

**Interest on Unpaid Commission:** 5% above the Bank of England Base Rate from Due Date until paid.

**Contractor Commission:** Wilkinson Estates do not charge any fees or receive any commissions from contractors for arranging works on our client's behalf.

**Submission of quarterly Non-Resident Landlords report to HMRC** where the client has no Non-resident Landlord approval: £30.00 (inc. VAT) quarterly.

**Additional HMRC Reporting Fees:** £30.00 (inc. VAT) per request. Responding to any specific queries relating to either the quarterly or annual Return from either the landlord or HMRC.

**Same-Day Payment Fee:** £12.00 (inc. VAT) per payment. Should the landlord request a payment faster than the agreed timescales within their existing Terms of Business, this covers the costs of providing a same-day payment service.

**Overseas Payment:** £24.00 (inc. VAT) Should the landlord request a payment to an overseas account.

### OTHER FEES AND CHARGES

**Obtaining more than two contractor quotes:** £18 (inc. VAT) per quote.

**Vacant Property Management Fees:** £60.00 (inc. VAT) per visit.

To cover the costs associated with visiting the property to undertake visuals checks on the inside and outside at a frequency mutually agreed with the landlord.

**Deposit Transfer Fees:** £30.00 (inc. VAT) per deposit.

Should the landlord request any changes to a protected deposit during a tenancy, this covers the costs associated with legal compliance for said request.

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