



TRANSPARENT FEES

TENANTS PRE TENANCY TERMS & CONDITIONS

PLEASE NOTE THAT THE INITIAL FOLLOWING CONDITIONS
APPLY IF YOU WISH TO RENT ANY OF OUR PROPERTIES.

Suitable references from employer, bank, current landlord and character reference. In some instances we will also require a guarantor.

1. One month's rent in advance in cleared funds.
2. 5 weeks rent as a damage deposit in cleared funds.
3. A holding deposit of one weeks rent is required to secure the property (this is deductible from the balance due upon entry).
4. Animals are not allowed in any property without permission from the landlord. The landlord may charge a rent premium if a pet is accepted.
5. All properties are let exclusive of services i.e. Gas, Electric, Council Tax & Water Rates.
6. All rental payments are to be paid in advance on a monthly basis by standing order mandate.
7. All fees are inclusive of VAT.
8. Should the tenants request a 'change over' of tenants of a fixed term or statutory periodic tenancy, and the landlord agrees to this, there will be a charge of £50 to which is our reasonable costs to facilitate this work. Should the tenants wish to use our service of inspecting the room for deposit purposes we can offer this at £75 per room.

SCALE OF FEES

All fees below are inclusive of VAT at 20% unless expressly stated otherwise. Third-party charges are payable only where identified, reasonably incurred and, except in an emergency, agreed in advance. If the VAT rate changes, the VAT-inclusive total will change accordingly.

Service	Fee
Management Service	15% of rent due (negotiable depending on portfolio size)
Letting and Rent Collection Service	12% of rent due (negotiable depending on portfolio size)
Rent Guarantee and Legal Expenses Protection Service	£42 per month for rent up to £3,000 per month; subject to eligibility and the service and master-policy terms
Set-up fee including anti-money laundering checks	£300
Anti-money laundering checks only	£54
Full applicant reference, including Right to Rent check and check-in service	£240 per applicant
Right to Rent check and check-in service	£90 per applicant
UK homeowner guarantor reference	£90 per applicant
Mid-term inspection	£108-£144 depending on property size
Inventory including photographs	£120-£360 depending on property size
Check-out for deposit purposes	£120-£360 depending on property size
Managing a deposit dispute to conclusion	£420
Referral to and liaison with an authorised legal representative	Agent administration included in the management service unless quoted otherwise; legal representative's fees quoted separately
Supervision of works over £1,000	12% of the net works sum
Rent increase under Section 13	£42
Tenancy deposit protection cover	£60 per annum
Duplicate statement	£18 per statement
Annual income and expenditure statement sent to a third party	£90 plus postage at cost
Duplication and testing of keys	£66 plus invoiced key cost
Additional visit requested by the Landlord	£90 per visit
HMO license application administration	£300 plus authority and third-party charges
Professional photography – circa 25 photos, floor plan and EPC	£420
Professional photography, circa 25 photos and floor plan	£384
Professional photography only, circa 25 photos	£312
Floor plan and EPC	£264
EPC only	From £132 depending on property size
Brighton & Hove selective licensing application administration	£210 plus authority and third-party charges
National Landlord Register application administration	£210 plus authority and third party charges
Hourly Rate for Director	£156
Hourly Rate for Staff	£78

The Landlord will not be charged for an additional service unless the service and its price or calculation basis have been disclosed and agreed in writing, except for emergency work authorised under the maintenance clause. Any commission or referral benefit retained by the Agent in connection with insurance, maintenance or another third-party service must be disclosed before the relevant instruction or opt-in.