



## LANDLORD FEE SCHEDULE

Please indicate below on the tick boxes which service you wish to select

### Managed and Rent Collection

#### MANAGEMENT FEES

<b>LETTING &amp; FULL MANAGEMENT</b>	12% + VAT (14.4% inc VAT)	<input type="checkbox"/>
<b>LETTING &amp; RENT COLLECTION</b>	10% + VAT (12% inc VAT)	<input type="checkbox"/>
<b>SET UP FEE</b>	Both above services are subject to a set-up fee of <b>£295 + VAT</b> (£354 inc VAT) payable for each letting to a tenant introduced by The Agent. To include advertising, referencing, administration and the Tenancy Agreement.	

#### DEPOSIT & CHECK OUT FEES

<b>DEPOSIT REGISTRATION FEE</b>	<b>Included within Fully Managed and Rent Collection services (both above)</b>	
<b>CHECK OUT FEE</b>	<b>Included within Fully Managed and Rent Collection services (both above)</b>	

#### RENT PROTECTION and Legal Expenses Cover (Only available on Managed and Rent Collection Services)

<b>Rent Protection and Legal Expenses Cover</b>	£295 + VAT ( £354 inc VAT)	<input type="checkbox"/>
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#### INVENTORY COSTS

	Unfurnished	Furnished
<b>Studio &amp; 1 Bedroom</b>	£140 + VAT (£168 inc VAT)	£170 + VAT (£204 inc VAT)
<b>2 Bedroom</b>	£160 + VAT (£192 inc VAT)	£190 + VAT (£228 inc VAT)
<b>3 Bedroom</b>	£180 + VAT (£216 inc VAT)	£210 + VAT (£252 inc VAT)
<b>4 Bedroom</b>	£195 + VAT (£234 inc VAT)	£225 + VAT (£270 inc VAT)
<b>5 Bedrooms or more</b>	Price available on request	Price available on request

#### LET ONLY FEES

<b>LET ONLY FEE</b>	Equivalent to one month's rent plus VAT*	<input type="checkbox"/>
<b>MINIMUM FEE &amp; PAYMENT CONDITIONS</b>	*Subject to a minimum of £495 + VAT (£594 inc VAT) . <b>Payable prior to completion.</b>	
<b>DEPOSIT REGISTRATION FEE</b> <i>Registration of the tenancy deposit in Government approved scheme for the tenancy Duration</i>	£35 + vat (£42 inc VAT)	
<b>CHECK OUT FEE &amp; UTILITY MANAGEMENT</b>	£150 + VAT	
<b>COMPLETION &amp; SERVING OF LEGAL DOCUMENTS &amp; NOTICES</b> <i>(Section 21 and Section 8 Possession Notices, Section 13 notice etc)</i>	£100.00 + VAT (£120.00 inc VAT)	

<b>ADDITIONAL CHARGES AND FEES</b>	
<b>FULL MANAGEMENT &amp; RENT COLLECTION TENANCY RENEWAL FEE</b>	£95.00 + VAT (£114 inc VAT) for any renewal or extension thereafter including periodic tenancies, payable on commencement of the renewal term
<b>LET ONLY RENEWAL FEE</b>	£175 + VAT (£210 inc VAT) for any renewal or extension thereafter including periodic tenancies, <b>payable one month in advance of the renewal term</b>
<b>ENERGY PERFORMANCE CERTIFICATE</b>	£80.00 + VAT (£96.00 inc VAT)
<b>INTRODUCTION OF PURCHASER FEE</b>	1.25% +VAT (1.5% inc VAT) of the sale price achieved
<b>HOURLY RATE</b>	£40.00 + VAT (£48.00 inc VAT)
<b>INSURANCE CLAIM HANDLING FEE</b>	10% + VAT (12% inc VAT) of cost of works before VAT
<b>PROJECT MANAGEMENT FEE</b>	10% + VAT (12% inc VAT) of cost of works before VAT

All Fees may be subject to change given sixty days written notice  
Where applicable charges are subject to the current rate of VAT

**The Landlord agrees and accepts these Terms of Business and instructs The Agent to undertake the service as afore detailed.**

Landlord(s) Signature(s) \_\_\_\_\_

Landlord(s) Name(s) \_\_\_\_\_

Agent's Signature **For and on behalf of Osprey Lettings:** \_\_\_\_\_

Agent's Name \_\_\_\_\_