

LESLEY
GREAVES
estate & letting agents



Landlord & Tenant Fees

Tenant Schedule of Fees

Applicable to all new Assured Shorthold Tenancies (ASTs) signed on or after 1st June 2019

In addition to paying rent for the property, you may also be required to make the following permitted payments:

Rent

This will be clearly displayed on all advertising and represents the value per calendar month of a property. The agreed rent can be subject to negotiation and may increase or decrease depending on your circumstances and overall property demand. Lesley Greaves Estate and Letting Agents will confirm and agree the rent amount with you when considering your application.

Security deposit (per tenancy, Rent under £50,000 per year)

Set at a maximum of five week's rent. This covers damages or defaults on the part of the tenant during the tenancy.

Holding deposit (per tenancy)

As an agency we are not charging tenants holding deposits to prospective tenants

Unpaid rent

Interest at 3% above the Bank of England Base Rate from Rent Due Date until paid in order to pursue non-payment of rent. Please Note: This will not be levied until the rent is more than 14 days in arrears.

Lost key(s) or other security device(s)

Tenants are liable for the actual cost of replacing any lost key(s) or other security device(s). If the loss results in locks needing to be changed, the actual costs of a locksmith, new lock and replacement keys for the tenant, landlord and any other persons requiring keys will be charged to the tenant.

Variation of contract (tenant's request)

£50 plus VAT per agreed variation. To cover the costs associated with taking landlord's instructions as well as the preparation and execution of new legal documents.

Change of sharer (tenant's request)

£50 plus VAT per replacement tenant. To cover the costs associated with taking landlord's instructions, new tenant referencing and Right-to-Rent checks, deposit registration as well as the preparation and execution of new legal documents.

Early termination (tenant's request)

Should the tenant wish to leave their contract early, they shall be liable to the landlord's costs in re-letting the property as well as all rent due under the tenancy until the start date of the replacement tenancy. These costs will be no more than the maximum amount of rent outstanding on the tenancy.

Utility Payments

Tenants will remain responsible, unless agreed otherwise, for all utility payments, TV licence etc. Please refer to your Assured Shorthold Tenancy agreement for full information.

Landlord Fees-TENANT FIND

Tenant Find service is

50% of the first months rent plus vat with a minimum of £400.00 plus vat (20%)

For landlords who feel confident to manage their property but need help to find a qualified tenant



Professional photos

Free professional photography as standard



Full referencing service

Each prospective tenant will be fully referenced



Virtual viewing

At Lesley Greaves we film a virtual viewing



Right to rent check

We will carry out a right to rent check on each prospective tenant



Safety certificates

We can arrange an EPC, Gas safety record, EICR, Smoke Alarm, Carbon Monoxide Alarm and Legionella risk assessment for an additional cost



Tenancy agreement

We will draft a comprehensive tenancy agreement between the landlord and tenant



Accompanied viewings

We will conduct all the viewings



Tenancy renewal

We charge only £50.00 plus vat to renew a tenancy

Landlord Fees-FULL MANAGEMENT

Right to rent check

Arrangement fee

£400.00 plus vat

Management fee

9% plus vat

We offer complete peace of mind with our full management service



Professional photos

Free professional photography as standard



Virtual viewing

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Accompanied viewings

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Full referencing service

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Rent collection

Rent collection with prompt payment



FULL MANAGEMENT CONTINUED



Monthly landlord statements

We will send you a monthly landlord statement



Managing non-resident landlord tax

We will manage non-resident landlord tax



Deposit protection

Your tenants deposit will be protected with the deposit protection service (DPS)



Utility and local authority account transfer

We will notify the utility companies and local authority about the change of tenancy and provide meter readings



Inventory and schedule of condition

Free inventory and schedule of condition



Property inspections

Free property inspections at month 3 and then every 6 months



Checkout inspection

Free checkout inspection



Access to our in-house repair and maintenance

We will arrange repairs and maintenance



Urgent maintenance helpline

Tenants can call us out of hours for urgent maintenance issues



Day to day management

We will deal with the day to day management



Additional Non-Optional Fees and Charges

Electrical Inspection

***£180.00 plus VAT**

The new Electrical Safety Standards in the Private Rented Sector Regulations 2020 were made on 18 March and will apply to all new tenancies on 1 July 2020 and for existing tenancies on 1 April 2021. The Electrical Safety Regulations will require landlords to:

- Have the electrical installations in their properties inspected and tested by a person who is qualified and competent, at least every five years;
- Provide a copy of the report (known as the Electrical Safety Condition Report or EICR) to their tenants, and to the local authority if requested.
- If the EICR requires investigative or remedial works, landlords will have to carry this out

***Cost is based on one consumer unit.**

Energy performance Certificate

***£85.00 plus VAT**

Arrange for an EPC if required to enable the property to be marketed.

Gas Inspection

***£90.00 plus VAT**

An annual landlord's gas inspection is a legal requirement, we can instruct our contractor to carry out an annual inspection. Cost Includes boiler and one gas appliance.

Legionnaires Disease

***£60.00 plus VAT**

Landlords who provide residential accommodation, as the person in control of the premises or responsible for the water systems in their premises, have a legal duty to ensure that the risk of exposure of tenants to Legionella is properly assessed and controlled. We can arrange for a Legionella Risk Assessment.

Smoke Alarm

***Battery Alarm £70.00 plus VAT**

***Mains Alarm £100.00 plus VAT**

Ensure at least one smoke alarm is equipped on each storey of their homes where there is a room used as living accommodation.

Carbon Monoxide

***Battery Alarm £70.00 plus VAT**

Ensure a carbon monoxide alarm is equipped in any room used as living accommodation which contains a fixed combustion appliance (excluding gas cookers) price on request.

Court Attendance

To attend court

***Price on request**

Key cutting

Admin fee £10.00 plus VAT, plus cost of cutting key

***All costs quoted could change slightly depending on the contractor, number of appliances etc they should only be used as a guide**

***We will deduct 10% of the gross cost for our administration fee.**

***the costs are a general guide and could change depending on the contractor**

Client money protection(cmp) provided by: Safeagent : A4829
Independent redress provided by: The Property Ombudsman: D01289

