JeffreyRoss

Lettings and management fees — England

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For property in England. All fees shown are per property.

Our fees become payable once an individual or organisation enters into an agreement to rent the property as a result of our promotion, introduction, or a viewing arranged by us. Fees and services can change with at least 28 days' written notice.

SCALE OF CHARGES

Let only

60% + VAT of the first month's rent

72% including VAT. Covers referencing up to 4 tenants and 4 guarantors.

Subject to a minimum charge of **£600 + VAT** (£720 including VAT).

Full management

40% + VAT set-up, then 13.5% + VAT monthly

48% including VAT of the monthly rent to set up, at each new let; 16.2% including VAT of the rent each month. Set-up includes the inventory and deposit registration.

Minimum **£400 + VAT** set-up (£480 inc) and **£135 + VAT** a month (£162 inc).

Overseas full management

18% + VAT monthly

21.6% including VAT of the rent each month, for landlords living abroad.

Rent collection is available on request, at a fee agreed with you in writing before it starts.

Additional charges

Personal check-in of tenants	**£75 + VAT**	£90 inc
Remote check-in of tenants INCLUDED IN MANAGEMENT	**£50 + VAT**	£60 inc
Check-out of tenants, priced by size and furnishing	**quoted**	
Inventory, priced by size and furnishing INCLUDED IN MANAGEMENT SET-UP	**quoted**	
Interim property visit AT LEAST ONE EVERY 6 MONTHS INCLUDED IN MANAGEMENT	**£75 + VAT**	£90 inc
New tenancy agreement, arranged and signed	**£175 + VAT**	£210 inc
New tenancy agreement — student property, of one month's rent	**25% + VAT**	30% inc
Rent increase negotiated and section 13 notice served	**£80 + VAT**	£96 inc
Referencing an additional tenant or guarantor at renewal, each	**£150 + VAT**	£180 inc
Referencing beyond 4 tenants and 4 guarantors (let only), each	**£125 + VAT**	£150 inc
Re-register the deposit on a change of tenant	**£50 + VAT**	£60 inc
Deposit registration and prescribed information INCLUDED IN MANAGEMENT	**£50 + VAT**	£60 inc

Deposit dispute: preparing and administering the claim	**£70 + VAT**	£84 inc
Managing insurance claims and maintenance works, of the invoice	**15% + VAT**	18% inc
Landlord withdraws after a holding deposit is taken, per tenant and guarantor	**£125 + VAT**	£150 inc
Energy Performance Certificate (EPC)	**£100 + VAT**	£120 inc
Gas Safety Certificate	**£86 + VAT**	£103.20 inc
PAT test, up to 8 items	**£70 + VAT**	£84 inc
Smoke alarm test and certificate	**£60 + VAT**	£72 inc
Safety certificate pack — gas, PAT and smoke	**£165 + VAT**	£198 inc
Safety package with boiler service — gas, PAT, smoke and CO certificates	**£216 + VAT**	£259.20 inc
Legionella risk assessment and certificate	**£78 + VAT**	£93.60 inc
Electrical Installation Condition Report (EICR), carbon monoxide alarm installation	**quoted**	
Cutting and testing new keys, plus the cost of the keys	**keys + £15 + VAT**	+ £18 inc
Proof of ownership from the Land Registry	**£10 + VAT**	£12 inc
Applying for a property licence, plus the council's fee	**fee + £200 + VAT**	+ £240 inc
Supply and fit a licensing notice board	**£50 + VAT**	£60 inc

Premium let and managed. Adds rent protection and legal expenses cover (100% of the rent until vacant possession, up to £100,000 legal expenses) for an additional 3% of the monthly rent. **Ending the agreement.** Thirty days' written notice. If our management ends while a tenant we introduced remains, or the agreement is breached, an administration fee of 50% of one month's rent + VAT applies, minimum £350 + VAT. If a tenant we introduced buys the property, our estate agency fee applies.

Jeffrey Ross and The Property Outlet Ltd, registered in England and Wales, no. 05707612. Registered office 11–13 Penhill Road, Cardiff CF11 9PQ. VAT no. 885 4202 12.