

SUMMARY OF OUR STANDARD FEES FOR LETTINGS

Landlords		All prices are inclusive of VAT.
Service Type		
Tenant Find Only (TFO)	<ul style="list-style-type: none"> 14.4% of rent due for the term of the initial tenancy agreement 	
Tenancy Management (TM) service	<ul style="list-style-type: none"> 14.4% of all rent due from the tenant(s) for the original term of the tenancy and any extension (annual, in advance and reduced to 13.2% from 3rd renewal) <p>Note: the fees payable continue for tenant(s) we have introduced and remain in residence throughout the entire original period of the Tenancy Agreement and any renewal or fixed extension</p>	
Property Management (PM) service	<ul style="list-style-type: none"> 7.2% of monthly rent (9.6% if a licensable HMO). Please note that we also expect you to fund a reserve fund of not less than £200.00 per property for any emergency repairs. 	
Chancellors Premier Service	<ul style="list-style-type: none"> 4.2% of the agreed monthly rental 	
Administration Fees		
Administration fees	£300.00 (share of cost of considering tenants' applications, administering pre tenancy arrangements, booking & facilitating of contractor appointments and preparation of the tenancy agreement) For our TFO service this is £500.00	
Referencing fees	<ul style="list-style-type: none"> TM and PM services TFO 	<ul style="list-style-type: none"> £60.00 per tenancy £60.00 per tenant and guarantor
Renewal administration fees	£120.00 (when a tenancy is renewed: reduced to £60.00 when the tenancy becomes a periodic tenancy after expiry of the initial term)	
<u>Tenancy Deposit Scheme</u> - Where we hold the deposit	<ul style="list-style-type: none"> TM and PM services TFO 	<ul style="list-style-type: none"> £30.00 £75.00 per annum in advance and £350 at end of tenancy
Where only PM service, Initial Set Up fee	<ul style="list-style-type: none"> £100.00 set up fee 	
Abortive fees (if an offer is agreed by you, you instruct us to proceed with formalities and then you withdraw)	<ul style="list-style-type: none"> 50% of TFO or TM fees or £390 (whichever greater) Other costs incurred by us may also be charged 	
Other Services (where PM not chosen)		
Vacant Property:	<ul style="list-style-type: none"> Management Visit 	<ul style="list-style-type: none"> £75 (upon signing or, if later, when property becomes vacant) per part month £75 per visit
Check-In, Inventories, Gas, Fixed Wiring and PAT	£75 for each order (plus contractor charge): gas safety, fixed wiring and portable appliance inspection tests where PM service not chosen and after tenancy commencement	
Debtor Management service	<ul style="list-style-type: none"> £105 per hour (minimum of one hour, then charged in units of 15 mins at £27.54 and is chargeable for all travel time) Disbursements for travel charged at cost (with mileage at 54p per mile) 	
Tasks outside our TFO, TM or PM services		
Renewal/replacement of contents/fixtures/fittings	£75 / 12% of cost (Whichever is greater)	
Works upon insurer's instruction	12% of the total value of works	
HMO application (where PM not chosen)	<ul style="list-style-type: none"> Initial application Renewal of HMO application 	<ul style="list-style-type: none"> £360 £120 (plus any fees charged to Local Authority)
Key Cutting	£75 (to arrange key cutting)	
All other tasks	£90 per hour unless otherwise stated (for tasks outside our normal services, for example: debt collecting; court appearances; fair rent assessment)	
Refurbishments	12% of the cost of the works before VAT <ul style="list-style-type: none"> Minimum fee payable at instruction: £75 Fee for a property visit if instructions then cancelled: £120 	
Tenants		All prices are inclusive of VAT.
Tenant administration fees are as set out in the Application form. For all tenancies exchanged prior to 1 st June 2019 these fees will remain in place until 1 st June 2020. Please refer to the application form signed prior to 1 st June 2019 for the detail of these fees. All tenancies exchanged from 1 st June 2019 will be in line with tenant fee ban legislation and the charges detailed below.		
Once your offer on a property is agreed, your application is subject to: Note: The charges below will not apply in Wales in line with requirements set out by Welsh Government Guidance and Rent Smart Wales.		
Refundable Holding deposit	One week's rent. This is to reserve a property. Please Note: This will be withheld if any relevant person (including any guarantor(s)) withdraw from the tenancy, fail a Right to Rent check, provide materially significant false or misleading information, or fail to sign their tenancy agreement (and / or Deed of Guarantee) within 15 calendar days (or other Deadline for Agreement as mutually agreed in writing). If the tenant is a company (PLC, Ltd or LLP) an administration fee is payable to reserve the property instead of a holding deposit	
The Residency	Monthly subscription <ul style="list-style-type: none"> Rent up to £1000.00 = £45.00 Rent £1001.00 to £1500.00 = £60.00 Rent £1501.00 to £2000.00 = £75.00 Rent £2001.00 or over = £85.00 **if adjudication is required through HF Resolution then a payment of £222.00 will be required**	
Fees when you vacate		
Early termination (where agreed with the landlord)	<ul style="list-style-type: none"> The outstanding rent payable to the landlord under the tenancy; Landlords' associated costs of setting up the new tenancy, inventory and check in fee, referencing fee, Tenancy Deposit Scheme fee – where applicable. 	
Administration fees for tenancy swap	<ul style="list-style-type: none"> £50.00 on each occurrence 	