



CAVENDISH

LETTINGS, SALES & PROPERTY MANAGEMENT

FEES TO LANDLORDS

Please note this is a guide to our fees. Our fees are quoted based upon the property.
Contact us for a full quotation.

Level of services fee

- **Introduction Only:** 75% of 1st months rent + VAT (90% incl VAT)
- **Rent collection:** 10% of monthly rent + VAT (12% incl VAT)
- **Protected rent collection:** 13% of monthly rent + VAT (15.6% incl VAT)
- **Full management:** 13.5% of monthly rent + VAT (16.2% incl VAT)
- **Protected full management:** 16.5% of monthly rent + VAT (19.8% incl VAT)

Additional fees, all inclusive of VAT

Set up fee: £295.00

Tenancy agreement preparation
References for tenants/guarantors
Right to rent checks
Sanctions & anti-money laundering checks

Inventory fee: price on request

Dependent on number of rooms, furnished/unfurnished

Deposit registration fee: £55.00 per annum

Register landlord and tenant details and protect the security deposit with a Government-
authorised Scheme
Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30
days of start of tenancy

Arrangement fee for works/refurbishments over £500.00: 12% of net cost

Arranging access and accessing costs with contractor.
Ensuring works have been carried out in accordance with the specification
Retaining any guarantee or warranty as a result of any works

Tenancy Renewal & Rent Review Fee: £125.00 fully managed, £175.00 into only/rent collect

Review rent in accordance with current prevailing market condition and advise the
Landlord
Negotiate with tenant
Direct tenant to make payment change as appropriate
Update the tenancy agreement
Serve Section 13 Notice



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Additional fees, all inclusive of VAT

Check in service: £150.00

Meet with tenant on move in day to go through the inventory and obtain tenants' written agreement

Check out fee: 90% of the cost of the inventory

Agree with tenant check out date and time appointment
Compile detailed photographic checkout report
Negotiate with Landlord and tenant any disbursement of the security deposit
Return deposit as agreed with Landlord and tenant to relevant parties
Remit any disputed amount to Scheme for final adjudication
Release deposit from custodial scheme
Instruct contractors; obtain quotes; organise repairs/replacement of any broken or missing items

Service of any legal notice (+ hand delivery & photographic evidence): £150.00 (+ £25.00)

Paper statement: £6.00

Same day payment transfer: £25.00

Copy statement: £12.00

Annual statement: £60.00

Vacant property management: 20% of usual monthly rent payable monthly in advance, minimum 1 month payment applies - optional service

