



NORTHGATES

LETTING AGENCY

WE ARE A MEMBER OF
CLIENT MONEY PROTECT



INDEPENDANT REDRESS
PROVIDED BY: PRS



FEES TO: LANDLORDS

www.north-gates.co.uk

LEVEL OF SERVICE OFFERED:

Tenant find: 75% of first month's rent

INCLUDES

- Collect and remit initial month's rent received
- Agree collection of any shortfall and payment method
- Provide tenant with method of payment
- Deduct any pre-tenancy invoices
- Make any HMRC deduction and provide tenant with NRL8 (if relevant)

Rent collection: 10% of rent

INCLUDES

- Collect and remit the monthly rent received
- Deduct commission and other works
- Arrangement payments from rental for statutory requirements
- Pursue non-payment of rent and provide advice on rent arrears actions

**Fully managed: 10% of rent
12.5% partly furnished, 15% fully furnished**

INCLUDES

- Collect and remit the monthly rent received
- Pursue non-payment of rent and provide advice on rent arrears actions
- Deduct commission and other works
- Advise all relevant utility providers of changes
- Undertake initial inspection visit after first three months of tenancy and notify landlord of the outcome
- Arrange routine repairs and instruct approved contractors (providing two quotes)
- Hold keys throughout the tenancy

ADDITIONAL NON-OPTIONAL FEES AND CHARGES (IRRESPECTIVE OF LEVEL OF SERVICE):

Setup Fee (Landlord Share):

£195.00

- Agree the market rent and find a tenant in accordance with the landlords guidelines
- Advise on refurbishment
- Provide guidance on compliance with statutory provisions and letting consents
- Carry out accompanied viewings (as appropriate)
- Market the property and advertise on relevant portals
- Place board at property in accordance with Town and Country Planning Act 1990
- Advise on non-resident tax status and HMRC (if relevant)

Inventory Fee (landlord share)

£NIL

Dependant on the number of bedrooms and /or size of the property and outbuildings

...(continued)



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ADDITIONAL NON-OPTIONAL FEES AND CHARGES (IRRESPECTIVE OF LEVEL OF SERVICE):

Deposit Registration Fee:	ENIL
• 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 with 30 days of start of tenancy	
Periodic Inspections Fee	£20.00
The first inspection (fully managed properties only) is without charge	
All further inspections carried out will be charged at £15.00, carried out on a three monthly basis unless instructed otherwise.	
Additional property visits:	£20.00
• To attend to specific requests such as neighbour disputes; more visits are required to monitor tenancy; or any maintenance –linked visit	
Submission of non-resident landlords receipts to HMRC	£75 quarterly
• To remit and balance the financial return to HMRC quarterly—and respond to any specific query relating to the return from the landlord or HMRC	
Arrangement Fee for works over £1000.00	10% of net cost
• Arranging access and assessing costs with contractor	
• Ensuring work has been carried out in accordance with the specification of works	
• Retaining any warranty or guarantee as a result of any works	
Arrangement fee for refurbishment over £1000.00	10% of net cost
• Arranging access and assessing costs with contractor	
• Ensuring work has been carried out in accordance with the specification of works	
• Retaining any warranty or guarantee as a result of any works	
Obtaining more than two contractor quotes	ENIL
Rent Review Fee	ENIL
• Review rent in accordance with current prevailing market condition and advise the landlord	
• Negotiate with tenant	
• Direct tenant to make change as appropriate	
• Update the tenancy agreement	
• Serve Section 13 Notice if tenancy is on a rolling monthly basis	
Renewal Fee (landlord share)	£60.00
• Contract negotiation, amending and updating terms and arranging a further tenancy and agreement	
Checkout Fee (landlords share)	ENIL
• Agree with tenant check out date and time appointment	
• Instruct inventory provider to attend, where appropriate	
• 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	
• Unprotect security deposit	
• Instruct contractors; obtain quotes; organise repairs/replacement/cost of any broken or missing items	
Court Attendance Fee	£60.00 per hour