



COMMISSION FEES AND CHARGES

LET ONLY - TENANT FIND SERVICE

This is an introductory service including marketing the property, escorted viewings, finding the tenant, negotiating any offers, referencing the tenant, ensuring tenants have the Right to Rent, instructing the inventory clerk for the initial inspection and check out and send reports to both parties, ensuring the monthly standing order is set up, holding the tenant's deposit and tenancy extensions.

12% including VAT up to one year payable in full at commencement of tenancy (minimum fee £960 including VAT)

7.2% including VAT for any extended period beyond year one (minimum fee £600 including VAT)

RENT COLLECTION SERVICE

This includes the Tenant Find Service but also involves collection of rent from the tenant pro-rata.

14% including VAT Payable Pro-rata

FULL MANAGEMENT SERVICE

This includes the Tenant Find and Rent Collection services. In addition we will attend to all day to day queries from Tenants including repairs/maintenance, paying contractors, routine inspections, organising Gas Safety Inspections and Electrical Inspections, renewing EPCs, negotiating tenancy extensions and negotiating the release of the tenant's deposit at the end of the tenancy.

16% including VAT Payable Pro-rata

SALE OF PROPERTY

1.5% including VAT

This fee is payable in the event that the property is sold to the tenant, any associated party, or the person introduced by Seymours.

*Fees correct at March 2020.

ADDITIONAL SERVICES

Please note; not all of the below are applicable, these are our full charges but they can be tailored to suit your needs by consultation

| SERVICES | AMOUNT | LET ONLY | RENT DEMAND | MANAGED |
|---|-------------------------------|----------------|----------------|---|
| Working Float – UK Landlords Overseas Landlords (VAT not applicable on Float) | £250 £500 | Value of Works | Value of Works | Value of works or £250/500 whichever is the greater |
| Tenancy Agreement | £270 | ✓ | ✓ | ✓ |
| Tenant & Guarantor Referencing | per Tenant £60 & Guarantor | ✓ | ✓ | ✓ |
| Permitted Occupier Referencing | £10 per P.O. | ✓ | ✓ | ✓ |
| Proof of Ownership/Land Registry Search | £10 per Landlord | £10 | £10 | £10 |
| Year End Income/Expenditure Statement for Tax Purposes | £120 | N/A | ✓ | ✓ |
| Inland Revenue submissions for non-registered overseas Landlords | £60 per quarter | N/A | ✓ | ✓ |
| Court or Tribunal Appearances | £96 per hour | ✓ | ✓ | ✓ |
| Preparation of Documents/Evidence for solicitors | £150 | ✓ | ✓ | ✓ |
| Fee for acting as 'Agent of Necessity' for non-managed properties | From £60 per hour | ✓ | ✓ | Inc |
| Right to Rent checks | £12 per Tenant | ✓ | ✓ | ✓ |
| Follow Up Right to Rent checks (on all parties concerned) | £50 | ✓ | ✓ | ✓ |

| SERVICES | AMOUNT | LET ONLY | RENT DEMAND | MANAGED |
|---|--------------------------------|----------|-------------|---------|
| Registering & protection of deposit with MyDeposits – at commencement or renewal of Tenancy | £30 | ✓ | ✓ | ✓ |
| Deposit return negotiations | £150 | ✓ | ✓ | Inc |
| Re-referencing credit checks at renewal (if requested) | £30 per Tenant | ✓ | ✓ | ✓ |
| Withdrawal from tenancy at any time from 7 days prior to start date | £500 | ✓ | ✓ | ✓ |
| Management Take-Over Fees | £450 | ✓ | ✓ | ✓ |
| Renewal tenancy documentation | £120 | ✓ | ✓ | ✓ |
| Serving of Section 13 Notices | £96 | ✓ | ✓ | ✓ |
| Serving of Section 21 Notices (inc hand delivery) | £120 | ✓ | ✓ | ✓ |
| Serving of Section 8 Notice (inc hand delivery) | £120 | ✓ | ✓ | ✓ |
| Supervision of major works i.e. works over the value of £500 | 10% of value of works | N/A | N/A | ✓ |
| Meeting Landlord's contractors at their properties | £60 per hour (or part thereof) | N/A | N/A | ✓ |
| Obtaining quotations for insurance purposes – First 2 free of charge | £30 per additional quote | N/A | ✓ | ✓ |
| Making a claim on your insurance policy | 10% of value of works | N/A | N/A | ✓ |

| SERVICES | AMOUNT | LET ONLY | RENT DEMAND | MANAGED |
|--|---|----------|-------------|---------|
| Vacant Management inspections – per visit | £60 | N/A | N/A | ✓ |
| Independent One-Off Management Inspections | £120 | ✓ | ✓ | ✓ |
| Arranging Furniture Packages | £120 | ✓ | ✓ | Inc |
| Legal and Rent Guarantee | Individually quoted | N/A | N/A | N/A |
| Admin Fee for Deposit Free Option | £60 | ✓ | ✓ | ✓ |
| Applying for Local Authority Licences | £120 | ✓ | ✓ | ✓ |
| Gas Safety Inspection | £95 | ✓ | ✓ | ✓ |
| EPC | £119 | ✓ | ✓ | ✓ |
| Installing Smoke Alarms & CO Detectors | £30 per item + contractor's labour invoice | ✓ | ✓ | ✓ |
| Blind Cleats | £5 per cleat + contractor's labour invoice | ✓ | ✓ | ✓ |
| Key Cutting | £5 per order + locksmith's invoice | ✓ | ✓ | ✓ |
| Inventory Make | Dependent on size of property Guide: £150 - £395 | | | |
| Check Out | Guide: £120 - £300 | | | |