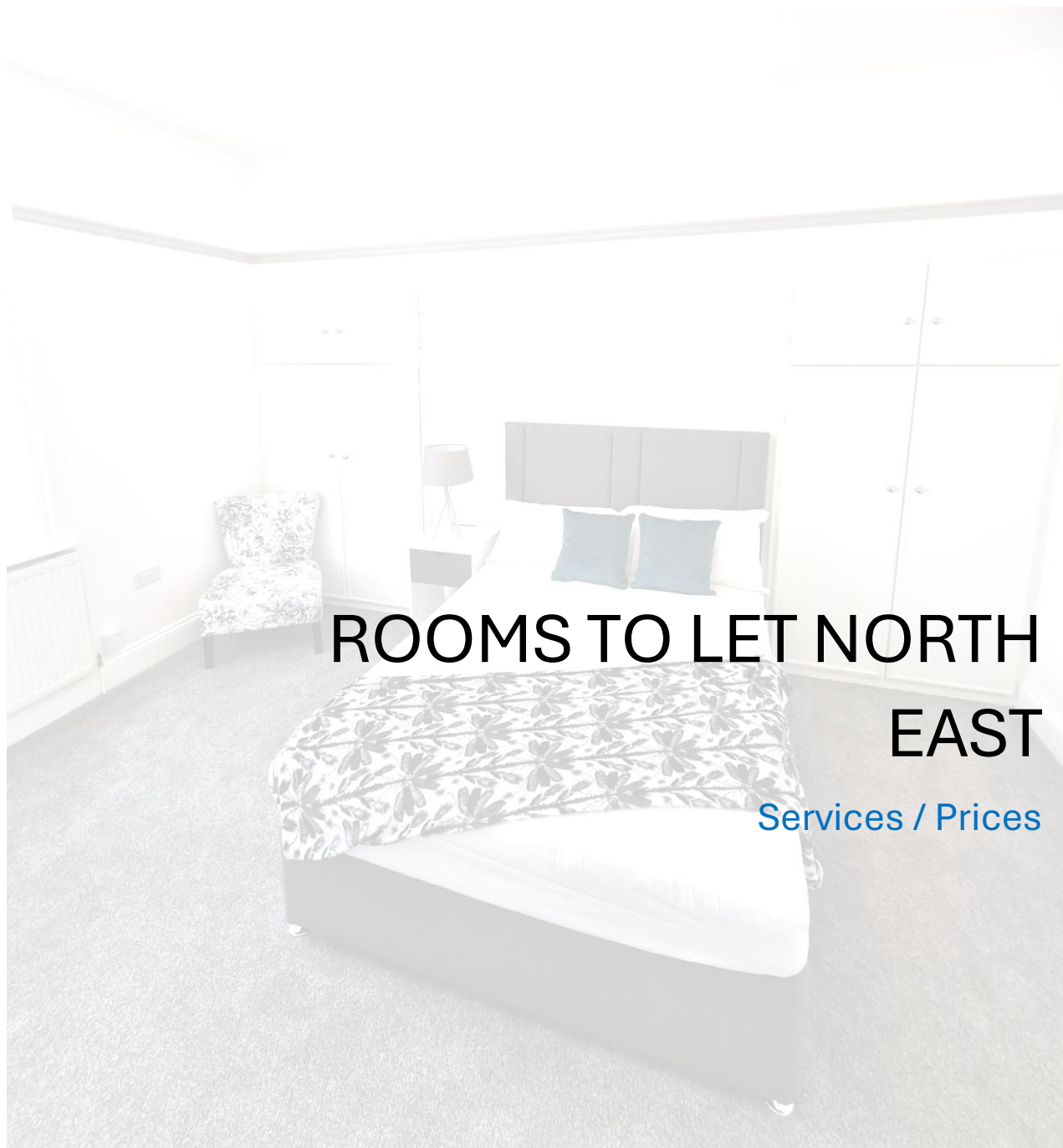




ROOMS TO LET NORTH EAST

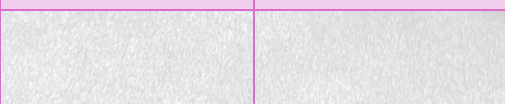
[Services / Prices](#)

RESIDENTIAL LETTING & FULL PROPERTY MANAGEMENT



Price LIST

Fees Schedule	Tenant Find	Single Management	HMO Management	Full Service
	70% Months Rent	10% Management 50% Tenancy Set Up Fee	12% Management £250.00 Tenancy Set up per Room	15% Management Tenancy Set up Priced same Single / HMO
Pre Marketing Advice- Agree Rental Value :				
Provide Guidance on Compliance with Statutory Provisions Letting Consents:				
Advise on Refurbishments & Requirements to Meet Standards:				
Erect Sign Board Outside the property with Town + Country Planning Act 1990- Where Possible				
Market the Property and Advertise on Relevant Portals, Rooms Portals and our Website / Socials :				
Carry out Viewings (as Appropriate):				
Find Tenants, Take Applications, Send over to Referencing Company:				
Advise on NON resident Tax Status HMRC – If relevant:				
Collect + Remit Initial Months Rent :				
Provide Tenants with Method of Payment:				
Deduct any Pre Tenancy Invoices :				

Make Deduction and Provide Tenant with NRL8 (If relevant:				
Arrange Shortfall of Payments – If required:				
Demand, collect + remit the Monthly Rent :				
Arrange Payments for Statutory Requirements:				
Pursue – Non Payment of Rent + Provide Advice on Rent Arrears Actions :				
Undertake One Routine Property Inspection per Annum+ Notify the Outcome. Other visits charged separately: (2 visits recommended per 12 months):				
Arrange Routine Repairs & Instruct Approved Contractors:				
Security Deposit, Dilapidations negotiation:				
Hold Keys Throughout the Tenancy Term:				
Undertake Two Routine Property Inspection per Annum+ Notify the Outcome.				
Supply Inventory:				
Rent Guarantee:				
Video / 360 Walkthrough – Property Advertising at No Charge :				
Property Floor Plan and Professional Photos:				

Compliance : All Service Levels

EPC	£90.00 Certificate
GAS	£80.00 Certificate
GAS + Service	£95.00 Certificate
EICR Electric	£180.00 Certificate
PAT	£80.00 Certificate
Legionella	£130.00 Certificate
Smoke / Carbon Fitting	£80.00 per unit
Testing Alarms	£55.00
Local Authority Applications	£250.00 Admin Charge
Visual Check in – Homes Act 2018	£50.00
Fire Door Check – Log	£100.00 Certificate
Database registration FEE	£50.00 per property

Start Of Tenancy :

Set up Fees – Priced page 1	Referencing for 1 tenant, ID checks, Right to Rent Check, Financial, Credit Check, Current or Previous landlord, Current Employer and other relevant information to assess the affordability and contract negotiation. Amending and Agreeing terms – Signing of the tenancy agreement.
Referencing Additional :	As above for Additional Tenants £35 per person
Guarantor :	Credit referencing, prepare Deed of Guarantor £35.00
Permitted Occupier :	Explaining rights , responsibilities, towards named tenants and landlord £45.00
Deposit registration Fee:	Register landlord and Tenant, Protect in one of the Government Schemes, Issue Prescribed info and Deposit Certificate to Tenant.£45.00
Inventory :	From £100 - £170*
360 Walk Through, Video, Staging Appointment	Virtual 360 property viewing, Video, and property staging £150
Floor Plan :	Full Floor plans created £90.00
Accompanied Check in :	Accompanied Check in and Agree the Inventory £100- £140*
Landlord Withdrawal :	To cover the costs associated with the marketing, advertising and tenancy set-up should the landlord withdraw from the tenancy before it has started £250.00.

During Tenancy :

Additional Property Visits :	Additional Visits £65- £75*
Work Outside of Management	Additional Work outside of management £55.00 Per hr
Rent Increase Notice :	Negotiation of new rent, Section 13-4A , Inline with current market rate (proof obtained) Can only be increased – every 12 months with the APT tenancy £100.00
New / Updated Contracts:	Update , change or renew a contract £200
Right to Rent Follow Up:	Undertaking a repeat check in person, on a time limited visa in accordance with the Immigration Acts 2014 and 2016. Notifying the Home Office should an illegal overstayer be identified. £45.00
Landlord Withdrawal	3 Months Management fee To cover the costs associated with advising the tenant on the change and the position of the security deposit, transferring the security deposit to the landlord or new agent, notifying all utility providers and local authority (where necessary) and returning all relevant documents held by the agent to the landlord. This does not apply to a Tenant-Find service
Management of Works Over £5000	Charge for managing projects over £5000 – 10% Arranging access and assessing the costs with any contractors, ensuring work has been carried out in accordance with the Specification of Works and retaining any resulting warranty or guarantee

End Of Tenancy:

Check Out :	Attending the property to undertake an updated Schedule of Condition based on the original inventory and negotiating the repayment of the security deposit £100- £140*
Deposit Disputes :	The costs associated with the preparation of all evidence and submitting the case to the tenancy deposit scheme as well as dealing with all correspondence relating to the dispute. This only applies where the agent has protected the deposit £55.00
Statutory Declarations:	Obtaining the Statutory Declaration- Solicitor £55.00
Legal Notices :	£200.00 – Any legal Notices to Tenant
Court Attendance:	£120.00 Per hr

Financial Charges :

Interest on Unpaid Commission:	Interest on Unpaid Commission: 3% above the Bank of England Base Rate from Due Date until paid
Submission of Non-Resident:	Landlords receipts to HMRC £200.00 quarterly. To remit and balance the financial Return to HMRC on both a quarterly and annual basis
Contractor Commission:	10% of contractors invoice. To cover the costs associated with arranging and facilitating the visit of a vetted professional tradesperson
Additional HMRC Reporting Fees:	£200.00 per request. Responding to any specific queries relating to either the quarterly or annual Return from either the landlord or HMRC.
Fees for providing an Annual Income and Expenditure Schedule	Fees for providing an Annual Income and Expenditure Schedule: £200.00 annually.
Same-Day Payment Fees:	£35.00 per payment. Should the landlord request a payment faster than the agreed timescales within their existing Terms of Business, this covers the costs of providing a same-day payment service

Other Fees and Charges :

Arrangement Fees for refurbishments	Arrangement Fees for refurbishments over £5000: 10% of net cost. Arranging access and assessing the costs with any contractors, ensuring work has been carried out in accordance with the Specification of Works and retaining any resulting warranty or guarantee
Obtaining more than three contractor quotes:	Obtaining more than three contractor quotes: £55.00 per quote. Fully Managed service only.
Vacant Property Management Fees:	Vacant Property Management Fees: £55.00 per visit. To cover the costs associated with visiting the property to undertake visuals checks on the inside and outside at a frequency mutually agreed with the landlord
Management Take-over Fees:	Management Take-over Fees: £250.00 per tenancy. To cover the costs associated with taking over the management of an ongoing tenancy, ensuring all statutory compliance has been undertaken, confirming everything under “Set-up Fees” above, receiving and protecting the security deposit and providing all necessary legal documentation to the tenant
Deposit Transfer Fees:	Deposit Transfer Fees: £55.00 per deposit. Should the landlord request any changes to a protected deposit during a tenancy, this covers the costs associated with legal compliance for said request

Documents to Supply Rooms to Let North East

All property owners must supply the following information

Ownership :	Proof of ownership of the Rental Property
Address :	Your proof of Address:
Limited Company	Incorporation Certificate
Non Limited Company	HMRC registration
Photo ID :	Photo ID
Complete Sanction Check	Rooms to Let will send the LINK
Non Resident UK – Tax Info	Approval Notice
Mortgage Approval	Approval from the Mortgage Company
Building / Contents Landlord Insurance	Landlord Building , contents Insurance
ICO Data protection Registration	ICO certificate in date

*Inventory

Type :	Studio	1 Bed	2 Bed	3 Bed	4 Bed	Extra Rooms
Unfurnished	£100	£110	£120	£130	£140	£15 per room
Furnished	£115	£125	£135	£145	£155	

*Checkout

Type :	Studio	1 Bed	2 Bed	3 Bed	4 Bed	Extra Rooms
Unfurnished	£100	£110	£120	£130	£140	£15 per room
Furnished	£115	£125	£135	£145	£155	

*Visits

Type	Studio	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed+
Unfurnished	£65	£65	£65	£65	£65	£75
Furnished	£65	£65	£65	£65	£65	£75

