

ULTIMATE

REAL ESTATE

INVESTMENT | MANAGEMENT | DEVELOPMENT | LETTINGS

Activity	Cost
Full Let + Manage	12%
Letting	
Letting (New Tenant)	Incl
Letting (Renewal)	Incl
Landlord Contract (New Tenant only)	£120.00
Additional tenant referencing	£20.00
Management	
Arranging inventory and check-in process	Incl
Dedicated Property Manager	Incl
Deposit registration	£50.00
Arranging quotes, repairs & maintenance visit	Owner to pay 3rd party cost
Arranging expert contractors eg. Boiler, Electric etc	incl
Property inspections *additional (1 included per year)	£40 - £80 Depending on size of property
Caretaking visits during voids	£40.00
Key service	£20 Owner to pay 3rd party cost + admin
Collection of rent	Incl
Rent arrears management (up until Legal representation)	Incl
Serving notices (Section 8, 21)	Incl
Owner statements and reporting	Incl
Arranging and managing the check-out process	Incl
Managing any deposit claims	Incl
Management of maintenance disputes (up until Legal representation)	Incl
Management of and Compliance with HMO regulations	Incl
Furnishing your property	10% Furniture Cost + Labour
Process HMO License application and any renewal	Owner to pay Licence cost
Inventory check-in	£75 - £150 Depending on size of property
Inventory check out	£75 - £150 Depending on size of property
Floorplan with fire safety requirements	Owner to pay 3rd party cost + admin
Gas Safety	£80.00
EPC	£70.00
Electric certificate	£30 Owner to pay 3rd party cost + admin
Emergency lighting certificate	£30 Owner to pay 3rd party cost + admin
Fire alarm certificate	£30 Owner to pay 3rd party cost + admin
Sprinkler system certificate	£30 Owner to pay 3rd party cost + admin
PAT test certificate	£30 Owner to pay 3rd party cost + admin
Garden maintenance (charge depends on size and type of garden)	£30 Owner to pay 3rd party cost + admin

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Registered in England and Wales: 10983954

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Pre-tenancy clean (if required)	£30 Owner to pay 3rd party cost + admin
Major works, refurbishments or modifications	£30 Owner to pay 3rd party cost + admin
HMRC Return for Non-resident Landlords	£100.00
Court appearance (charged per day or part thereof)	£250.00
Anti-Money Laundering and Identification Checking Fee	£50.00
Abortive Lettings Administration Charge: if a Landlord withdraws from an accepted letting offer through no fault of the applicant or agent:	£250.00
If a Landlord cancels the contract within the 14 days cancelation period but has already instructed to proceed with marketing, the Landlord will be liable for reasonable expenses incurred for advertising and preparation of property particulars etc.	£100.00
Fee for time spent in arranging quotes & organising repairs, prior to the letting of the Premises should a let not proceed, or during vacant periods. Based on a fixed fee (minimum £50 charge)	10% of cost
Administration charge for additional services carried out upon your written request	£20.00
Administration charge for additional/copy Annual Tax Statements	£20.00

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