

Landlord's fees

Agency fees - including VAT

Service	Fee	Renewal
Properly Basic	9.6%	7.6%
Properly Professional	14.4%	12.4%
Properly Premium	18%	16%
Vacant Management	4.8%	
Management Takeover of a property with an existing tenancy	7.2% plus £250 handover charge	

Additional landlord charges - all including VAT

Hourly charge, if applicable	£70
Gas safety certificate	£120
EPC	£90
EICR Inspection	£175 - Studio & 1 bed £190 - 2 bedroom £205 - 3 bedroom £220 - 4 bedroom £235 - 5 bedroom
Portable Appliance Test	£90
Fit/test Smoke Alarms/CO Detectors	£POA
Legionella test	£90
Inventory/Check-in	Varied - we will provide a quote for your property
Check-out	Varied - we will provide a quote for your property
Arranging and supervising refurbishment works (over £1,500), including handling insurance claims	12% of total works price
Completion handover for build property	£180 new
Additional property visits	£70
Attending court	£300 per day or part thereof
Meeting contractors	£60 per hour or part thereof (if over 30 mins total time)
Contractor referral fee	Up to 20% payable by the contractor
Sale of the property to the tenant	1.8% of the sale price
Tenancy not proceeded with once tenancy agreement prepared	£300 plus third-party marketing costs
Change-of-tenant fee	£200
Adding additional clauses to the tenancy agreement	£200
Submission of non-resident Landlord's receipts to HMRC	£55 per quarter (if Properly Premium not taken)
Local Selective Licence application	£300 (in addition to cost of licence)
HMO Licence application	£500
Serving of notices	£250 per notice (if Properly Professional not taken)
Serving Deed of Surrender after serving of notices	£300