

LANDLORD SERVICES & FEES

FULLY MANAGED SERVICE

Fully Managed Monthly Fee

12% + VAT (14.4% inc VAT)

of the monthly rent ignoring any Incentives, discounts or rent reductions

Fully Managed Set up Fees

£395 + VAT (£474 inc VAT)

The following is included in the fully managed set up fees: -

- ✓ Professional photographs
- ✓ Erecting a To Let board (where applicable)
- ✓ Advertising on Rightmove & Social Media
- ✓ Property enquiries and qualifying applicants
- ✓ Accompanied viewings and feedback
- ✓ Application assessment and issuing a draft Occupation Contract
- ✓ Tenant/Guarantor referencing (photographic ID checks, proof of address check, financial credit checks, visa / right to rent, obtaining an employers reference, current and / or previous landlord reference and any other information.
- ✓ Arranging a Photographic Inventory & Schedule of Condition* (see cost below)
- ✓ Key cutting if required (+ key costs)
- ✓ Collect first months rent and deposit
- ✓ Preparation and execution of a formal Renting Homes Wales Occupation Contract
- ✓ Preparation and execution of Guarantor Agreement (if applicable)
- ✓ Service of RHW2
- ✓ Accompanied move in to the property
- ✓ Protection of the tenants deposit.

LET ONLY SERVICE (Tenant Find)

Letting Only / Tenant Find Fee

60% + VAT of a months rent + VAT (72% inc VAT)

(your property is let for £995 per calendar month, fees would be £597 + VAT (£716.40 inc VAT) per tenancy (subject to a minimum charge of £395 + VAT (£474 inc VAT).

of 1 months rent ignoring any incentives, discounts or rent reductions

The following is included in the Let Only set up fees: -

- ✓ Professional photographs
- ✓ Erecting a To Let board (where applicable)
- ✓ Advertising on Rightmove & Social Media
- ✓ Property enquiries and qualifying applicants
- ✓ Accompanied viewings and feedback
- ✓ Application assessment and issuing a draft Occupation Contract
- ✓ Tenant/Guarantor referencing (photographic ID checks, proof of address check, financial credit checks, visa / right to rent, obtaining an employers reference, current and / or previous landlord reference and any other information.
- ✓ Arranging a Photographic Inventory & Schedule of Condition*
- ✓ Collect rent and deposit
- ✓ Preparation and execution of Renting Homes Wales Occupation Contract
- ✓ Preparation and execution of Guarantor Agreement (if applicable)
- ✓ Service of RHW2
- ✓ Accompanied move in to the property

Landlord Withdrawal Fees (before move-in):

Where The Gray House introduces a tenant who has provided satisfactory references and is ready, willing and able to proceed but the Landlord withdraws the property or declines to accept the tenant, the Landlord will be liable for an abortive letting fee to cover the costs associated with the marketing, advertising and tenancy set-up should the landlord withdraw from the tenancy before it has started.

Fully managed 40% + VAT (48% inc VAT) of month rent

Let only 50% + VAT (60% inc VAT) of a month rent

LANDLORD FEE SCHEDULE

PRE-TENANCY CHARGES (ALL SERVICE LEVELS)

The following charges apply where the agent is required to arrange and facilitate statutory compliance if not provided on instruction or undertaken by the landlord:

Energy Performance Certificate (EPC)
£55 (no VAT)

Gas Safety Certificate (GSC)
£80 + VAT (£96 inc VAT)

Gas Safety Certificate & Annual Boiler Service
£100 + VAT (£120 inc VAT (if done at the same time)

Supply & Install 10 year Kiddie Digital Carbon Monoxide alarm (CO2)
£35 + VAT (£42 inc. VAT) per detector

Electrical Installation Condition Report (EICR)
£150 + VAT (£180 inc. VAT)

Supply & install Aico 10 year mains powered smoke alarms / heat detector(s)
£176 per detector + VAT (211.20 inc VAT)

Portable Appliance Testing (PAT)
£150 + VAT £180 inc VAT)

Legionella Risk Assessment
£150 + VAT (£180 inc VAT)

Photographic Inventory & Schedule of Condition
£175 + VAT (210 inc VAT)

Inventories are now a legal requirement under the Renting Homes Wales Act unless the tenant agrees in writing not to have one. Inventories include meter readings (where accessible), smoke alarm & CO alarm compliance and safety checks. Landlords are advised under the Consumer Contracts Act that inventories and mid term inspections are sub contracted to Biorisk.

ADDITIONAL SERVICES

The following charges apply:-

Additional / Void Property Visits

£50 + VAT (£60 inc. VAT) per visit payable in advance.

At landlord's request we can arrange additional property visits such as to check on void / vacant properties. Charges covers the costs of attending / inspecting the property (not including routine mid-term inspections as these are covered as part of fully the managed service).

Rent Review Fees

Fully Managed: £25 + VAT (£30 inc. VAT)

Let Only Landlords: £50 + VAT (£60 inc VAT)

Review rent in accordance with current prevailing market conditions, advising the landlord and service of a prescribed Renting Homes Wales form (periodic tenancies only with 2 months notice.

Statement / Deed of Variation

£25 + VAT (£30 inc. VAT) per tenancy.

Review rent in accordance with current prevailing market conditions, advising the landlord and service of a prescribed Renting Homes Wales form (periodic tenancies only with 2 months notice.

Contract Renewal Fees

£100 + VAT (£120 inc. VAT)

per renewal. Contract negotiation, amending and updating terms, a written statement & occupation contract agreement and issue of RHW2.

Arrangement Fees for works over £1,500:

10% of net cost (12% inc. VAT). Fully Managed only.

Accountant Report, Y/E Statements, Copy Statements

£10.00 + VAT (£12.00 inc VAT) per request

Handling local authority licensing application (such as an application for a HMO License/Renewal

£500 + VAT (£600 inc. VAT)

The Gray House Lettings and Property Management Limited

Birchgrove House, 102 - 104 Caerphilly Road, Cardiff CF14 4AG

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LANDLORD FEE SCHEDULE

ADDITIONAL CHARGES UNDER FULLY MANAGED SERVICE

Landlord Rent Protection Insurance

£295 + VAT (£354 inc VAT). 12 month policy, only available to fully managed clients.

Obtaining More than 2 Contractor Quotes

£50 + VAT (£60 inc. VAT) per quote. Fully Managed service only.

Submission of Non-Resident Landlords Receipts to HMRC

£25 + VAT (£30 inc. VAT) quarterly. To remit and balance the financial Return to HMRC on both a quarterly and annual basis.

Additional HMRC Reporting Fees

£25 + VAT (£30 inc. VAT) per request. Responding to any specific queries relating to either the quarterly or annual return from either the landlord or HMRC.

Annual Income and Expenditure Schedule

£10 + VAT (£15 inc. VAT) per request.

Landlord Management Withdrawal Fees

Where a landlord wishes to move the management of their property to another agent or to self manage, fees are 50% of 1 months rent (60% inc VAT) per tenancy to cover the costs associated with the change and the position of the security deposit.

Fees for the service of Legal Notices for Possession

£150 + VAT (£120 inc. VAT) per Notice. Further details on request.

Court Attendance Fees

£250 + VAT (£300 inc. VAT) per visit.

Management Take-over Fees

£100 + VAT (£120 inc. VAT) per tenancy. To cover the costs associated with taking over management of an ongoing tenancy, ensuring all statutory compliance has been undertaken, receiving and protecting the security deposit and providing all necessary legal documentation to the tenant.

HMO License/Renewal Application

£500 + VAT (£600 inc VAT) payable in advance. Not available for let only landlords.

ADDITIONAL SERVICES AVAILABLE TO LET ONLY LANDLORDS

Accountant Report, Y/E Statements, Copy Statements

£25.00 + VAT (£30.00 inc VAT) per request

End of Tenancy Checkout

£100 + VAT (£120 inc VAT) per tenancy.

Attending the property, undertake an end of tenancy inspection, collect keys and meter readings and provide a photographic checkout report. There is no charge for fully managed landlords.

Deposit Dispute Fee £150 + VAT (£180 inc VAT)

Costs associated with the preparation of evidence and submitting the case to the tenancy deposit scheme, dealing with correspondence relating to the dispute. This only applies where the landlord has a signed photographic inventory. The agent is not liable for any financial loss to the landlord and the landlord accepts that the decision of an adjudicator is final and binding.

Additional HMRC Reporting Fees

£25 + VAT (£30 inc. VAT) per request. Responding to any specific queries relating to either the quarterly or annual return from either the landlord or HMRC.

Annual Income and Expenditure Schedule

£10 + VAT (£15 inc. VAT) per request.

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