

## Fees To Landlords

### Services Provided

- ❖ **Let Only (Tenant Find) 9.6% (8% +VAT) (renewal charges 7.2% (6%+VAT))**
  - Arrange Gas Safe Certificate (GSC), Energy Performance Certificate (EPC) if required
  - Arrange tenancy agreement
  - Work hard to promote and advertise your property
  - Carry out viewings seven days a week, out of hours if need be
  - Negotiate terms and draw up a bespoke contract
  - Collate references on behalf of your tenant
  - Hold a copy of your keys throughout the tenancy
  - Arrange for any pre-tenancy work to be carried out
  - Ensure tenants are provided correct bank details to set up standing order
  - Confirm tenants right to rent prior to the start of the tenancy
  - Move tenants into the property, completing full sign up
  - Marketing feedback & Updates
  - Arrange the inventory, check-in and check-out if required
  
- ❖ **Rent Collection 12% (10% + VAT)**  
(includes all services under the Let Only, plus)
  - Protect tenant deposit with an approved scheme
  - Negotiate tenancy renewals
  - Collect and remit the rent throughout the duration of the tenancy
  - Deduct commission fees and other works as agreed
  - Make any HMRC deduction and provide the tenant with the NRL8 (if relevant)
  - Pursue non-payment of rent and provide advice on rent arrears actions in rare event it happens
  - Instruct approved contractors on your behalf
  
- ❖ **Full Management 16.8% (14% + VAT)**  
(includes all services under the Let Only and Rent Collection, plus)
  - Ensure you comply with changing legislation
  - Be allocated a local, dedicated property manager
  - Comprehensive twice yearly inspection
  - Transfer utilities at the start and end of tenancy
  - 24 hour emergency service for your tenants
  - Pay contractors on your behalf
  - Access to competitively negotiated contract pricing
  - Arrange repairs, maintenance and refurbishments
  - Act as liaison between you and your tenants
  - Negotiate deposit release
  - Manage your property through vacant periods

City Realtor operates a client money protection scheme provided by Propertymark and an independent redress scheme provided by The Property Ombudsman [www.tpos.co.uk](http://www.tpos.co.uk)