

SCALE OF CHARGES

For Landlords



VAT is payable at the prevailing rate (currently 20%) on all our fees. In accordance with consumer legislation, it is quoted as included in the prices stated below. If the VAT rate changes, the price charged will change accordingly.

An amount payable under a percentage fee will go up or down depending on the agreed rent level. Fixed fees will remain the same regardless of the rent level agreed.

Service Name	Cost	Details
Advertise Only	£60 (inclusive of VAT)	payable prior to us sending the property to the internet as available each time property becomes available (for a maximum of 2 months advertising)
Introduction	£360 / 60% (inclusive of VAT) (whichever is the greater amount) If the monthly rental is £700 you will pay a fee of £420 (inclusive of VAT)	payable for each letting where the Tenant is introduced through the Agent.
Full Management	15% (inclusive of VAT) If the monthly rental is £700 you will pay a fee of £105 (inclusive of VAT)	of the rent received, deducted by the Agent

If an applicant who is ready willing and able to enter into a Tenancy, is introduced during the Agent's period of instruction, or as a result of their marketing activity, where the applicant is introduced through the Agent and the Landlord withdraws, the minimum fee that would be payable will be the fee for the Let Only Service, plus other expenses incurred, such as the gas safety check.

Additional Charges to Landlords

		Fully managed	Introduction	others		
Tenant / Guarantor referencing (was called setup)	£	85.00	85.00	85.00	(inclusive of VAT)	per property
Tenancy Agreement Fee	£	inc	inc	150.00	(inclusive of VAT)	Per tenancy agreement
Tenancy renewal Agreement Fee	£	inc	150.00	150.00	(inclusive of VAT)	Per tenancy agreement
Inventory Service Furnished Room	£	22.00	25.00	28.00	(inclusive of VAT)	Subject to a minimum of £120 per tenancy
Inventory Service Unfurnished Room	£	20.00	22.00	25.00	(inclusive of VAT)	Subject to a minimum of £120 per tenancy
Notice service	£	inc	75.00	175.00	(inclusive of VAT)	(per notice)
Property Visits/ Tenancy Inspections	£	inc	60.00	75.00	(inclusive of VAT)	(per visit per property)
Viewings	£	inc	inc	45.00	(inclusive of VAT)	(per visit) plus AA mileage rate
Land Registry check	£	inc	15.00	22.00	(inclusive of VAT)	(where not provided by the Landlord)
Check in service	£	inc	inc	150.00	(inclusive of VAT)	(per tenancy)
Check out service	£	inc	180.00	250.00	(inclusive of VAT)	(per tenancy)
Professional hourly rate (per hour)	£	25.00	35.00	45.00	(inclusive of VAT)	Charged by the agent when required to carry out any additional services

inc = included in service,
N/A= not offered to that service level

In the event of cancellation during a tenancy, the minimum fee payable will be worked out as follows:

- The let only fee, if no management has been undertaken.
- The appropriate daily rate of the management fee, subject to the minimum of the Let Only Service fee, if the total paid for management has not already exceeded this amount.
- In all cases, in addition to the above, any expenses incurred, such as gas safety checks etc.

OTHER INCOME (All fees are per property unless otherwise stated)

Charges to tenants (where applicable): **NB Tenant fees may not apply to contract-holders of occupation contracts but may apply for other Tenancy types

a) Credit/Referencing	£	85.00	(inclusive of VAT)	per Tenant, if charged Tenants will not charge Landlords
b) Company Referencing	£	150.00	(inclusive of VAT)	per Tenant, if charged Tenants will not charge Landlords
c) New landlord reference	£	30.00	(inclusive of VAT)	per Tenant

The fees charged to the Tenant may change and we will endeavour to inform you of such a change at the earliest opportunity.

Referral Fee Disclosure

We do not receive or request referral fees.

1 Stop Lettings is a member of a client money protection scheme our provider is:

Name: Propertymark Client Money Protection Scheme
Website: propertymark.co.uk/complaints/client-money-protection
Address: Arbon House, 6 Tournament Court, Edgehill Drive, Warwick CV34 6LG
Telephone: 01926 496 800
Scheme Reference #: C0126097

1 Stop Lettings is a member of a redress scheme, and the name of the scheme is:

Name: The Property Ombudsman
Website address: tpos.co.uk
Address: 33 The Clarendon Centre Salisbury Business Park, Dairy Meadow Lane, Salisbury, Wiltshire, SP1 2TJ
Telephone: 01722 333306
Scheme Reference #: D13491