

# LANDLORDS FEES

**Introductory Service 12% of rental income (inc VAT).**

**Full Management Service 15% (inc VAT).**

A DETAILED BREAKDOWN OF THE SERVICES INCLUDED WITHIN OUR INTRO AND FULL MANAGEMENT SERVICES ARE AVAILABLE IN OUR TERMS OF BUSINESS

Service (applicable to both Introductory and Full Managed)

Tenancy Agreement fee - This fee covers the negotiating and agreeing the tenancy terms, processing the application, any necessary paperwork and for the preparation of the Tenancy Agreement and associated documents.	£120.00 (inc VAT)
Inventory & Schedule of Condition - Dependant on thesis of the property inc number of bedrooms, outbuildings etc. Cost includes check in and check out property visits, reports and negotiations.	Half the cost of the Inventory & Schedule of Condition, the other half is charged to the Tenant.
Deposit Protection – Register deposit with Government authorised scheme and provide the tenants with the deposit certificate and prescribed information in line with procedures	£24.00 (inc VAT) per year

Additional services (If required):

Consultancy Includes waiting time at the Property, time having extra keys cut, arranging safety checks, arranging cleaning, arranging EPC's or arranging installation of smoke detectors and carbon monoxide alarms prior to the start of a Tenancy (where instructed to do so and funds provided). NB: Plus actual cost for equipment and/or contractors time.	£30.00 per hour (inc VAT) Plus actual cost for equipment or contractors time.
Empty property or additional property visits – To attend for specific requests eg to fulfil insurance requirements	£30.00 per visit (inc VAT)
Time for arranging repairs and maintenance before a Tenancy starts, during void periods or if you are not on the Full Management service. NB: Plus actual cost for equipment or contractors time.	£30.00 per hour (inc VAT) Plus actual cost for equipment or contractors time.
Management of refurbishment/improvement projects inc agreeing specification of works, arranging access for and obtaining quotations from contractors, agreeing schedule and quotations, ensuring works carried out as agreed, retaining any warranties or guarantees, as applicable.	10% of job total. Minimum project spend £300.00 (inc VAT)
Providing duplicate statements requested by Landlords or their agents/accountants: · Per statement · For the whole tax year	£24.00 (inc VAT) £120.00 (inc VAT)
Service of S21 Notices – if property not managed	£60.00 (inc VAT)
Renewal fees	£60.00 (inc VAT)
Preparing TDS or County Court papers	£180.00 (inc VAT)
Attending court/tribunal	£30.00 per hour (inc VAT) plus any travel and reasonable expenses



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www.mullucks.co.uk

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LICENSED **ARLA** MEMBER



CLIENT MONEY PROTECTION  
(CMP) PROVIDED BY: **RICS**



SALES

COMMERCIAL

LETTINGS

LAND & NEW HOMES