



Taylor Garnier Estate & Letting Agents
01329 834844
5a The Square | Wickham | Hampshire | PO17 5JQ

Services/Fees To: **LANDLORDS**

www.taylor-garnier.co.uk

LEVEL OF SERVICE OFFERED:

TENANT FIND: 60% (INC. VAT) 1st Months Rent (min £400)

RENT COLLECTION: £ 7.2 % (INC. VAT)

FULLY MANAGED: £ 12 % (INC. VAT)

INCLUDES:

- Provide guidance on compliance with statutory provisions and letting consents
- Full advertising, Rightmove, OnTheMarket, taylor-garnier.co.uk, guildproperty.co.uk
- Collect and remit initial months rent received
- Agree collection of any shortfall and payment method
- Provide tenant with method of payment
- Deduct any pretenancy invoices
- Make any HMRC deduction and provide tenant with the NRL8 (if relevant)
- Arrange Deposit submission (not hold)

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- Provide guidance on compliance with statutory provisions and letting consents
- Full advertising, Rightmove, OnTheMarket, taylor-garnier.co.uk, guildproperty.co.uk
- Collect and remit initial months rent received
- Agree collection of any shortfall and payment method
- Provide tenant with method of payment
- Deduct any pre tenancy invoices
- Make any HMRC deduction and provide tenant with the NRL8 (if relevant)
- Transfer monthly net rent with emailed statement

INCLUDES:

- As Rent Collection plus;
- Collect and remit the monthly rent received
- Pursue nonpayment of rent and provide advice on rent arrears actions
- Deduct commission and other works
- Advise all relevant utility providers of changes
- Undertake three inspection visits and notify landlord of any concerns
- Arrange routine repairs and instruct approved contractors with approval from the Landlord
- Hold keys throughout the tenancy term
- Secure Deposit with DPS
- 3 monthly inspections
- Arrange legal obligations eg gas certificate

Members of:

Guild of Property Professionals
www.guildproperty.co.uk

UKALA – UK Association of Letting Agents
www.ukala.org.uk

Client Money Protection via UKALA No: 189234

The Property Ombudsman Scheme
<https://www.tpos.co.uk/>

ADDITIONAL NON-OPTIONAL FEES AND CHARGES (IRRESPECTIVE OF LEVEL OF SERVICE):

Referencing: £275 inc VAT (up to 2 people, £25 ea thereafter)

Tenancy Renewal: £100 inc VAT

Inventory (Unfurnished): £50 One Bed, £60 Two Bed, £70 Three Bed, £80 Four Bed, £90 Five Bed (all inc VAT) (furnished to be advised)

Check Out (Unfurnished): £45 inc VAT

Gas/Electrical certification: to be priced accordingly per property

Deposit Dispute: Evidence compilation and submission: 10% of funds received (min £60) inc VAT

Yearly Tax Summary: £60 inc VAT (Available for Fully Managed Service Only)





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Fees/Guidance to: **TENANTS**

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When you have decided to rent a property;

Holding Deposit: Equivalent to approx One weeks rent, agent will advise amount for the property

Application/Referencing: You will be provided by email link via LetAlliance, must be completed within two days – please note, your holding deposit may be retained if; the tenancy does not commence due to tenant withdraw, provide false or misleading information which reasonably affects the decision to let the property to you, you fail a right to rent check, fail to take all reasonable steps to enter an agreement. You will be notified in writing of this should this occur.

Once referencing is acceptable, Deposit will be required within 7 days of acceptance, first month's rent (less holding deposit), within 7 days prior to commencement.

You will be required to sign in our office when requested, bring in all information requested to satisfy Right to Rent Checks.

Prior to Tenancy start you will be notified an appointment time for the day of tenancy start to collect keys and sign a hand over pack.

DURING YOUR TENANCY:

Amendment Fee – If you request an amendment to the Tenancy Terms (for example: change of sharer or inclusion of pets) there will be a fee of £50 (inc VAT), higher if reasonable to the work undertaken, notification will be given prior if so.

Late Payment fees: Should your rent payment be late, this will be calculated a rate of 3% above Bank of England's annual percentage rate for each day the payment is outstanding.

Loss or Replacement of keys/Security device, reasonable costs will be charged in replacement to include time doing so.

ENDING YOUR TENANCY:

Notice will be required as per your tenancy agreement. Should you wish to end the tenancy early (early termination), assuming consent from the Landlord, an early termination fee will be charged, this will be calculated reasonably towards marketing costs and referencing costs, inventory and time difference between handing the property back and new tenant moving in.

OTHER FEES AND CHARGES:

Loss or Replacement of keys/Security device, reasonable costs will be charged in replacement to include time doing so.

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IF YOU HAVE ANY QUESTIONS, PLEASE ASK A MEMBER OF STAFF

