

FEES AND CHARGES

Tenants Fees and Charges

Admin and tenancy fees: £300.00 inc VAT
 Referencing fees: £75.00 in VAT per applicant
 Company reference and administration fees: £420.00 inc VAT
 Guarantor fee: £75.00 inc VAT
 Extension Agreement fee: £60.00 inc VAT
 Inventory check out and deposits vary according to each property. Contact Russell Property for more information

Landlords Additional Fees and Charges

Tenancy Agreement: £120.00 inc VAT
 Extension Agreement: £60.00 inc VAT
 Section 21 Notice for possession: £90.00 inc VAT
 Inventory check-ins: Variable depending on furnishings and size. Please ask a member of staff for confirmation.
 EPC: £72.00 inc VAT
 Registration of deposit: £30.00 inc VAT (fully managed) £60.00 inc VAT (Let only & rent collection)
 Void management: £60.00 inc VAT per visit

Letting Service: 12% of the first term inc VAT

INCLUDES:
 Collect and remit initial month's' rent received
 Agree collection of any shortfall and payment method
 Provide Tenant with method of payment
 Deduct any pre-tenancy invoices

Rent Collection: 13.2% of monthly rent for the term inc VAT

INCLUDES:
 Collect and remit initial month's' rent received
 Deduct commission and other works
 Pursue non-payment of rent and provide advice on rent arrears actions

Fully managed: 15% of monthly rent for the term inc VAT

INCLUDES:
 Collect and remit initial month's' rent received
 Deduct commission and other works
 Pursue non-payment of rent and provide advice on rent arrears actions
 Advise all relevant utility providers of changes
 Undertake inspections every three months and notify the Landlord of the outcome
 Arrange routine repairs and instruct approved contractors
 Hold keys throughout the Tenancy term

INDEPENDENT REDRESS
 PROVIDED BY: TPOs



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