

## SUMMARY OF OUR STANDARD FEES FOR LETTINGS

<b>Landlords</b>	
<b>Service Type</b> (all subject to a minimum fee of £720 inclusive of VAT)	
Introduction Only	12% inclusive of VAT (10% + VAT) of rent due for the term of the initial tenancy agreement and any extension (paid in advance)
Rent Demand	15% inclusive of VAT (12.5% + VAT) of all rent due from the tenant(s) for the original term of the tenancy and any extension (deducted as the rent is collected i.e. monthly)
Fully Managed Service	18% inclusive of VAT (15% + VAT) of monthly rent (deducted as the rent is collected i.e. monthly) Please note that we also expect you to fund a reserve fund of not less than £250 (this increases to £500 for an overseas Landlord) per property for any emergency repairs.
<b>Administration Fees (Landlord)</b>	
Administration fee for the compiling of a Tenancy Agreement	£180.00 inclusive of VAT
Renewal administration fees	£114.00 inclusive of VAT
<u>Tenancy Deposit Scheme</u> Where we hold the deposit <u>Right to Rent Checks</u>	£60.00 inclusive of VAT per tenancy in advance £6.00 inclusive of VAT per person
Abortive fees (if an offer is agreed by you, you instruct us to proceed with formalities and then you withdraw)	£240.00 inclusive of VAT Other costs incurred by us may also be charged
<b>Tasks outside our TFO, TM or PM services</b>	
Works upon insurer's instruction	12% inclusive of VAT of the total value of works
<b>Tenants</b>	
<b>Once you offer on a property, our fees upon your application: ALL FEES INCLUSIVE OF VAT</b>	
Applicant Referencing fee	£180.00 for a single reference and £120.00 for each additional reference.
Guarantor administration fee	£204.00 (for each prospective guarantor)
Tenancy Agreement Fee	£180.00 (this will increase to £300.00 for a company let)
<b>Fees During Tenancy or Before Tenancy is Renewed</b>	
Tenancy renewal fee	£114.00
<b>Fees when you vacate</b>	
Reference request fee	£42.00
Check out Fee (paid for via the tenant on expiry of the tenancy subject to the landlord paying for a check in at the start of the tenancy)	This cost does vary dependant of the property size – FOR EXAMPLE - 1 bedroom flat unfurnished £120.00 up to 5 bedroom house unfurnished £216.00 PLEASE REQUEST A PRICE LIST

Seymours are a member of the Tenancy Deposit Scheme – an approved scheme. Seymours is proud to be a member of Ombudsman Services.

Seymours Godalming is a member of the National Federation of Property Professionals Client Money Protection Scheme.

This document is intended as a summary of our standard fees and charges. We are happy to discuss varying our fees and charges based on your circumstances. Any variation must be agreed in writing – all oral discussions are subject to contract. (2 November 2017)