



mark antony

ESTATE & LETTING AGENTS

FEES APPLICABLE TO ALL TENANTS @ 20/05/2019 (subject to change)

Pre-Tenancy Fees*		Including VAT @ 20%
Mandatory one-off fees	Application fee and contribution to tenancy agreement	£ FREE
	Referencing and Right to Rent Check (per Applicant)	£ FREE
	Referencing (per Guarantor)	£ FREE
	Guarantor Deed	£ FREE
	Pet Agreement	£ FREE
	Permitted Occupier Agreement	£ FREE

During Tenancy Fees		Including VAT @ 20%
Other Services:	Negotiate and Administrate Tenancy Amendment	£ 60
	Rent Schedule Amendment (to change all rental payment dates)	£ 60
	Change of Tenant (Subject to Landlord approval) + Inventory Cost	£ 60
	Inventory Cost (Where change of Tenant is agreed)	£ 120
	Obtain Written Approval for a Pet	£ 60
	Obtain Written Approval for Other Permissions	£ 60
	Other Tenancy Amendments Requested by Tenant	£ 60
	Late Rent Interest (above Bank of England Base Rate)	+3.0%
	Lost Keys or other Security Devices	At Cost
	Replacement Locks if due to Tenant Negligence	At Cost
	Emergency Call-out due to Tenant Negligence (per hour)	£ 18
Ending a Tenancy Early: (Subject to Agreement)	Obtain Written Agreement to end tenancy early from Landlord	£ 60
	Landlord's Re-Marketing, Tenant Find and Referencing Costs	£ 708
	Rent due until new tenancy begins	TBA
	(Total costs of the above not to exceed remaining rent owing to end of agreed fixed term)	

End of Tenancy Costs		Including VAT @ 20% (Unless otherwise stated)
Avoidable costs. Only payable where a Tenant does not meet their obligations under the Tenancy Agreement:	Any required Maintenance, Renovations, Replacements, Disposals or Cleaning that is the responsibility of the Tenant to return the property at the end of the tenancy to the same condition as found at the start (less allowance for fair wear and tear). Please see estimated Maintenance Costs attached.	Contractors Invoice

All fees and reimbursements are payable upon Invoice.

Should Fees go unpaid during the Tenancy; the amounts will be deducted from the Tenancy Deposit at the end of the Tenancy.
Where monies owed exceed the deposit, the balance remains payable and will be pursued through the courts if necessary.



mark antony

ESTATE & LETTING AGENTS

ESTIMATED CLEANING & MAINTENANCE COSTS @ 20/05/2019

(Guideline only and not a complete list)

Items below are typical costs charged by various contractors and tradesmen.

The Tenant should look after the rented property for the duration of the Tenancy in accordance with the Tenancy Agreement. In particular, not to cause damage and to keep the property clean and tidy. The property should be returned to the Landlord at the end of the Tenancy in the same condition as found at the start, subject to fair wear and tear. Where it is not returned as such; we will produce an estimate to rectify the issues and the Landlord may seek to recover costs from the Tenancy Deposit. Should the Deposit not be sufficient, the Landlord reserves the right to claim the difference and pursue payment through the Courts if necessary.

Estimated Costs		Including VAT @ 20% (where payable)	
Cleaning	Professional Carpet Cleaning	(First room)	£ 60
	Professional Carpet Cleaning	(Per extra room)	£ 40
	Clean woodwork throughout; Window frames, Doors, Skirting Boards		£ 30
	Clean windows inside and outside		£ 50
	Empty and Clean kitchen cupboards and worktops		£ 30
	Professionally Clean Hob		£ 30
	Professionally Clean Oven		£ 60
	Defrosting Fridge or Freezer	(per appliance)	£ 30
	Clean Laminated / Tiled floors	(per room)	£ 20
	Clean Bath, Toilet, Shower, Sink	(per item)	£ 15
	Empty Wheelie Bins	(per Bin)	£ 40
	Rubbish Removal	(where skip is not required)	£ 60
Garden	Cut Grass (Trim)	(average lawn)	£ 25
	Cut Grass (Over Grown)	(average lawn)	£ 50
	Re-Turfing due to Pet Damage or Neglect	(per Square Meter)	£ 30
	Weeding Borders	(average garden)	£ 40
	Weeding Patios and Driveways	(per Square Meter)	£ 6
	Light prune of bushes and shrubs	(per Shrub)	£ 6
	Heavy prune of bushes and shrubs	(per Shrub)	£ 12
	Tree Pruning and Shaping	(per Tree)	£ 60
Electrical	Replace blown or missing Light Bulbs	(first bulb)	£ 20
	Replace blown or missing Light Bulbs	(additional bulbs)	£ 6
	Replace batteries in Smoke Detectors	(per battery)	£ 6
Decorating	Paint scuffed or marked wall including filling small holes	(per Wall)	£ 60
	Paint scuffed or marked wood work	(per Meter)	£ 10
Other	Filling Skip with Rubbish & Abandoned Belongings	(per Skip)	£ 240
	Removal and Disposal of Single Bulky Items	(per Item)	£ 60
	Clearing Gutters of Leaves around the property		£ 50
	Clearing Blocked Drains (Rodding and flushing)	(per Drain)	£ 120
	Clearing Dept on Pre-Payment Meters (requiring property visits)	(per Visit)	£ 60
	Change of Locks if all Keys are not returned plus duplicate keys	(per Lock)	£ 60