

STUDENT LANDLORD FEES SCHEDULE

LEVELS OF SERVICE OFFERED:



www.DHStudents.co.uk

	Let Only		Managed
Provide a guide on the rental price of the Property & advise on refurbishment requirements	✓		✓
Provide guidance on compliance with statutory provisions and letting consents	✓		✓
Market the property and advertise on relevant portals to find suitable tenants	✓		✓
Carry out accompanied viewings (as appropriate) using keys supplied by the Landlord or in co-ordination with the current occupier	✓		✓
Once a prospective tenant they will be asked to complete an application form	✓		✓
On receipt of application we will set up the necessary paperwork to let the property on an appropriate tenancy or license.	✓		✓
We will draw up guarantor agreements for each tenant without a credit check, this can be done at an extra charge (see below)	✓		✓
Collection of exemption certificates & Student IDs (where appropriate)	✓		✓
Collect money due and remit initial months' rent, whilst providing the tenants with method of payment	✓		✓
If a deposit has been taken, it will be registered with the DPS within the required timeframe	✓		✓
Deduct any pre-tenancy invoices	✓		✓
Make any HMRC deduction and provide tenant with the NRL8 (if relevant)			✓
Agree collection of any shortfall and payment method			✓
Advise all relevant utility providers of any changes (not to include monitoring of allowance caps)			✓
To our best endeavours at all times collect rents or others charges due from the Tenant and remit the monthly rent			✓
Arrangement payments for statutory requirements			✓
Pursue non-payment of rent and provide advice on rent arrears actions			✓
Undertake periodic routine visits during the tenancy and notify the outcome to the landlord			✓
Arrange routine repairs and instruct approved contractors. Providing a 24hr emergency phone number for tenants			✓
Hold keys throughout the tenancy term			✓
Security Deposit dilapidation negotiations			✓

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FEES AND CHARGES

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TENANCY FEES

Let Only:

Setup Fees

- £695.00 (inc. VAT) per joint tenancy agreement with a maximum of 8 tenants.
- £155 (inc. VAT) per room only tenancy

Managed:

Setup Fees

- £675.00 (inc. VAT) per joint tenancy agreement with a maximum of 8 tenants.
- £145 (inc. VAT) per room only tenancy

Monthly Fees

- 12% - 18% (inc. VAT) of the gross rental income

*Guarantor Fees: £45 (inc. VAT) per guarantor. Covering credit referencing and preparing a Deed of Guarantee (or as part of the Tenancy Agreement).

*Optional

**Inventory Fees: from £150 (inc. VAT) dependent on the number of bedrooms and/or size of the property and any outbuildings.

**Optional on non-managed properties

- £75 per (inc. VAT) bedroom only (shared houses)
- £45 per (inc. VAT) update Dafydd Hardy inventory

Deposit Registration Fees (where collected): £50 (inc. VAT) per tenancy **if not the DPS**. Register landlord and tenant details and protect the security deposit with a Government authorised Scheme. Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of the tenancy start date. **Free if using the DPS.**

Permitted Occupier Fees: £0 (inc. VAT) per permitted occupier. Explaining to any permitted occupier their rights and responsibilities towards the named tenant(s) and landlord.

Please ask a member of staff if you have any questions about our fees.

CLIENT MONEY PROTECTION:

www.rics.org



INDEPENDENT REDRESS:

www.tpos.co.uk



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FEES AND CHARGES

Landlord Withdrawal Fees (before move-in): £150 (inc. VAT) per tenancy. To cover the costs associated with the marketing, advertising and tenancy set-up should the landlord withdraw from the tenancy before it has started.

DURING TENANCY FEES

Additional Property Visits: £50 (inc. VAT) per visit. Should the landlord request property visits in addition to those within their existing Terms of Business, this covers the costs of attending the property.

Landlord Withdrawal Fees (during tenancy): £250 (inc. VAT) per tenancy. To cover the costs associated with advising the tenant on the change and the position of the security deposit, transferring the security deposit to the landlord or new agent, notifying all utility providers and local authority (where necessary) and returning all relevant documents held by the agent to the landlord. This does not apply to a Let Only service.

END OF TENANCY FEES

Court Attendance Fees: £250 (inc. VAT) per day.

Payment Method

We accept bank transfers which can be done in your bank or via online banking. Personal cheques, debit/credit cards or cash cannot be accepted.

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FINANCIAL CHARGES

Interest on Unpaid Commission: 3% above the Bank of England Base Rate from Due Date until paid.

Contractor Commission: 5% of contractors invoice (inc. VAT). To cover the costs associated with arranging and facilitating the visit of a vetted professional tradesperson.

Submission of Non-Resident Landlords receipts to HMRC £50 (inc. VAT) quarterly. To remit and balance the financial Return to HMRC on both a quarterly and annual basis.

Additional HMRC Reporting Fees: £50 (inc. VAT) per request. Responding to any specific queries relating to either the quarterly or annual Return from either the landlord or HMRC.

Fees for providing an Annual Income and Expenditure Schedule: £25 (inc. VAT) annually.

Same-Day Payment Fees: £50 (inc. VAT) per payment. Should the landlord request a payment faster than the agreed timescales within their existing Terms of Business, this covers the costs of providing a same-day payment service.

OTHER FEES AND CHARGES

Vacant Property Management Fees: £50 (inc. VAT) per visit. To cover the costs associated with visiting the property to undertake visual checks on the inside and outside at a frequency mutually agreed with the landlord.

PRE-TENANCY FEES (ALL SERVICE LEVELS)

Arranging and facilitating statutory compliance (this is in addition to the costs of the item itself) if not provided on instruction or undertaken by the landlord:

- Energy Performance Certificate (EPC) £95.00 (inc. VAT) per property
- Gas Safety Certificate (GSR) £72.00 (inc. VAT) per certificate
- Electrical Installation Condition Report (EICR) £160.80 (inc. VAT) per report
- Portable Appliance Testing (PAT) from £40 (inc. VAT) for 5-10 items.
- Legionella Risk Assessment £90 (inc. VAT) per report
- Installing Smoke alarms or Carbon Monoxide £25 (inc. VAT) per unit whilst engineer is already on site.
- Testing Smoke alarms and Carbon Monoxide detectors on the first day of the tenancy £50 (inc. VAT) per tenancy
- Fire Safety Risk Assessment £240 (inc. VAT) up to 6 bedrooms.

These prices are from 3rd party suppliers and could be subject to change.

Management Take-over Fees: £350 (inc. VAT) per tenancy. To cover the costs associated with taking over the management of an ongoing tenancy, ensuring all statutory compliance has been undertaken, confirming everything under "Set-up Fees" above, receiving and protecting the security deposit and providing all necessary legal documentation to the tenant.

Deposit Transfer Fees: £50 (inc. VAT) per deposit. Should the landlord request any changes to a protected deposit during a tenancy, this covers the costs associated with legal compliance for said request.

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