

OUR FEES AND SERVICES

Shown inclusive of VAT



Let Only Service

Tenancy set up fee 1st month's rent
(subject to a £600 minimum fee)

- **Prior inspection of the property**
- **Erection of a To Let board**
- **Finding a tenant**
- **Market the property on Rightmove.co.uk & social media**
- **Carry out accompanied viewings**
- **Right to rent checks on the tenant(s)**
- **Soft referencing checks of tenant(s) prior to viewing**
- **Full and comprehensive referencing of tenant(s) who apply**
- **Full application handling and negotiation**
- **Preparation and serving of documentation**
- **Serving legal documentation via online signing**
- **Key handover**

Rent Collect Service

Tenancy set up fee 66% of 1st month's rent
Plus 9% of the monthly rent

- **Prior inspection of the property**
- **Erection of a To Let board**
- **Finding a tenant**
- **Market the property on Rightmove.co.uk social media**
- **Carry out accompanied viewings**
- **Right to rent checks on the tenant(s)**
- **Soft referencing checks of tenant(s) prior to viewing**
- **Full and comprehensive referencing of tenant(s) who apply**
- **Full application handling and negotiation**
- **Preparation and serving of documentation**
- **Serving legal documentation via online signing**
- **Key handover**
- **Management of annual CP12 certification and bookings**
- **Collection of rent**
- **Pursue non-payment of rent**
- **Service of relevant notices**
- **Advise all relevant utility providers of changes**
- **Arranging inventory prior to move in**
- **Ensure landlord fulfils legal and legislation requirements relating to the let**
- **End of tenancy deposit negotiations**
- **Automatic re-let of the property**

Fully Managed Service

Tenancy set up fee 66% of 1st month's rent
Plus 12% of the monthly rent

- **Prior inspection of the property**
- **Erection of a To Let board**
- **Finding a tenant**
- **Market the property on Rightmove.co.uk and social media**
- **Carry out accompanied viewings**
- **Right to rent checks on the tenant(s)**
- **Soft referencing checks of tenant(s) prior to viewing**
- **Full and comprehensive referencing of tenant(s) who apply**
- **Anti-money laundering checks**
- **Full application handling and negotiation**
- **Preparation and serving of documentation**
- **Serving legal documentation via online signing**
- **Key handover**
- **Management of annual CP12 certification and bookings**
- **Collection of rent and pursue non-payment of rent**
- **Service of relevant notices**
- **Advise all relevant utility providers of changes**
- **Arranging inventory prior to move in**
- **Ensure landlord fulfils legal and legislation requirements**
- **Annual rent review**
- **Hold and register security deposit with relevant government scheme**
- **Regular visits to the property with written updates to the landlord**
- **Arrange routine repairs**
- **Approved and vetted local contractor list**
- **Instruct contractors including seeking further quotes if necessary**
- **Management of repairs and maintenance works**
- **Tenant negotiations and liaisons**
- **End of tenancy deposit negotiations**
- **Automatic re-let of the property**

FOR LANDLORDS...

OUR FEES AND SERVICES

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**MORGAN
APS**
SALES & LETTINGS

	Let Only £	Rent Collect £	Fully Managed £
EPC, Floorplan and Legionnaires	145	145	145
EPC and floor plan only	96	96	96
Electrical Installation Checks	poa	poa	poa
CP12 Gas Safety certificate and Boiler Service	n/a	90	90
Legionnaires Assessment Only	95	95	95
Pre-Tenancy Clean	poa	poa	poa
Inventory	120	120	included
Registration of Security Deposit with approved Tenancy Deposit Protection Scheme	75	included	included
Renewal of tenancy inc. rent negotiation (for a further fixed term)	150	150	150
Check out fee	240	240	included
Tenancy deposit dispute fee (including sending docs to TDS)	240	240	included
Serving notices (per notice)	120	120	included
Property inspection and email of findings	120	120	included
Key cutting (per key including time)	24	24	24
Court visit (per half day)	n/a	250	250
Additional work charged at hourly rate	60	60	60
Sale of property to the tenant	1.2%	1.2%	1.2%
Submission of NRL receipts to HMRC annually	n/a	300	300
Insurance claim handling	n/a	n/a	100