

Landlord Fees Schedule

LEVELS OF SERVICE OFFERED

TENANT FIND ONLY FULLY MANAGED

Comprehensive marketing of the property including photography advertising on relevant portals Rightmove, erect 'to let' board	✓	✓
Ensure all safety certificates are in place including EPC, Landlord Gas Safety, Electrical checks and Legionnaires Risk Assessment	✓	✓
Pre-screen all interested prospective applicants and conduct accompanied viewings, regular updates on marketing progress	✓	✓
Full referencing on all applicants including Right to Rent	✓	✓
Collection of a 5-week deposit that is registered and held with the Tenancy Deposit Scheme (TDS)	✓	✓
Collect the first month's rent ahead of the tenancy commencing and pay directly to your bank account	✓	✓
Complete all necessary start of tenancy documentation including Tenancy Agreement	✓	✓
Detailed, comprehensive Inventory & Schedule of Condition	✓	✓
In person move in carried out at the property with the Tenant	✓	✓
Inform all utility suppliers and Local Authority	✓	✓
Collect monthly rent and issue statement to Landlord		✓
Regular Property Inspections (first inspection after 3 months then six monthly) with detailed feedback		✓
Day to day management dealing with all aspects of maintenance and repairs		✓
Negotiating rent increases & serving notices		✓
Full, final check out at the end of each tenancy and negotiating deposit return with tenant		✓

FEES

TENANT FIND ONLY

50% of one month's rent (a one-off payment deducted from the first months rent)

FULLY MANAGED

10% of each month's rent that we collect

All fees are shown excluding VAT. Bovingdons Lettings is a small, local company and is not required to register for VAT, as our turnover is below the legal threshold. This means our fees are straightforward and competitive, with no extra VAT costs for landlords.

Landlord Fees Schedule

No Hidden Fees

We include the majority of costs in your Tenant Find or Fully Managed fee. You will **not** be charged extra for referencing, rent reviews, serving notices, preparing paperwork, new tenancy fees, or deposit registration.

Administration fee

A one off administration fee: £200. This covers professional photography, floorplan and initial tenancy set up. To be paid upon signing the Terms of Business.

Inventory and check out fee

A detailed schedule of condition report will be carried out by an independent inventory clerk at both check-in and check-out.

- The check-in report can be paid from the first month's rent or invoiced separately.
- The check-out report will be paid from the last month's rent.

We use an independent company to produce these reports and only charge you the actual cost of their service—no markup.

Inventory & Schedule of Condition	Furnished	Unfurnished
Studio	£90.00	£80.00
1 bedroom	£95.00	£85.00
2 bedroom	£105.00	£95.00
3 bedroom	£125.00	£105.00
4 bedroom	£140.00	£120.00
5 bedroom	£165	£145.00

Check out report	Furnished	Unfurnished
Studio	£70.00	£60.00
1 bedroom	£80.00	£70.00
2 bedroom	£95.00	£85.00
3 bedroom	£110.00	£95.00
4 bedroom	£120.00	£110.00
5 bedroom	£140.00	£130.00

Please get in touch should you require a bespoke service and we can advise on pricing for this.