

FIELD PALMER PROPERTY MANAGEMENT
LANDLORD FEES – MANAGED

<p>LETTING & MANAGEMENT SERVICE (PER TENANCY)</p> <ul style="list-style-type: none"> • Marketing of property within our office, websites, local media & To Let board where allowed • Referencing of each applicant with a reputable agency and prepare tenancy agreements based on this information • Monthly collection of rent and transferring to landlords account, chasing of arrears • Notify utility providers at the start and end of each tenancy • Investigate repairs reported to us and where necessary instruct contractors • Visit the property once in every six months to carry out inspections and report our findings • Serving of notices to bring the tenancy to an end • Carry out final property inspection and negotiate the return of the deposit 	<p>£350 fixed fee</p> <p>12% of rent £120.00 - Final Inspection Report</p>
<p>FIXED TERM EXTENSION (LANDLORDS SHARE PER TENANCY) Arranging and preparing an extension of the original tenancy agreement</p>	<p>£108.00</p>
<p>ANNUAL DEPOSIT HANDLING (TDS) (PER PROPERTY PER ANNUM) To hold and register deposits with the Tenancy Deposit Scheme</p>	<p>£24</p>

LANDLORD FEES – TENANT FIND SERVICE



<p>LETTING & TENANT FIND SERVICE (PER TENANCY)</p> <ul style="list-style-type: none"> • Set up fee of two weeks rent, minimum £420. Calculated as rent x 12, divided by 52, x 2 weeks, plus 20% VAT • Marketing of property within our office, websites, local media & To Let board where allowed • Referencing of each applicant with a reputable agency and prepare tenancy agreements based on this information • Complete a standing order mandate with the Tenant and post to the bank for processing for monthly rent payments to be sent direct to the Landlord • Notify utility providers at the start and end of each tenancy 	<p>Dependant on rent amount</p>
<p>ANNUAL DEPOSIT HANDLING (PER PROPERTY PER ANNUM) To hold and register deposits with the Tenancy Deposit Scheme</p>	<p>£42</p>
<p>END OF TENANCY CHECK OUT (PER TENANCY) To carry out a final property inspection and inventory check at the end of a tenancy and report our findings to you. We are unable to dispose of the deposit without the written consent of both parties.</p>	<p>£120</p>
<p>Attending court hearings £60.00 including VAT per half day</p>	

***FIELD PALMER PROPERTY MANAGEMENT
LANDLORD FEES – OPTIONAL EXTRAS***

INVENTORY

Property Size	Studio	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed
Unfurnished	£100	£130	£150	£170	£220	£250
Part or Fully Furnished	£120	£150	£170	£190	£240	£270

	£54
ENERGY PERFORMANCE CERTIFICATE (PER PROPERTY) To arrange for EPC to be carried out if one not already in place or due to be updated	£99 (UP TO 3 BEDS) £120 (4 BED PLUS)
RENT RECOVERY PLUS (PER PROPERTY) To arrange with Field Palmer a rent warranty. Full details provided within our brochure	£180.00
DOWNLOAD APPLIANCE MANUALS (PER MANUAL) To download and supply appliance manuals to tenants when necessary if not already provided by the landlord	£5

Client Money Protection provided by RICS	
Independent Redress Scheme provided by TPO	

For full details available, please ask for a copy of our brochure