

## Landlord Fees

V: 190218

Depending on what level of service you choose our fees are below including VAT. Please note the charges listed below are the maximum fees that will be applied.

<b>Fully Managed</b>	15%
This is a monthly fee deducted from the monthly rent as a percentage for collections of rents due, forwarding balance of monies to the landlord, sole agency, discharging invoices, where necessary pursuing tenant rent arrears, arrange repairs and holding keys. Moss Properties being the direct point of contact for the tenant during the tenancy term.	
<b>Rent Collection</b>	10%
This is a monthly fee deducted from the monthly rent as a percentage for collections of rents due, forwarding balance of monies to the landlord, sole agency and holding keys. The landlord being the direct point of contact for the tenant during the tenancy term.	
<b>Let Only</b>	First months rent
Market property, carry out viewings, provide tenancy agreement, collect initial months rent, deduct any pre-tenancy invoices, agree collection of monies on any shortfall. The landlord being the direct point of contact for the tenant during the tenancy term.	

Mandatory fees including VAT up to the amount displayed below for fully managed and rent collection.  
Optional extras for let only.

<b>Tenancy Set Up – Per Let</b>	£360
The set up fee is deducted from the first months rent it includes marketing the property, carrying out accompanied viewings, agreeing the rent, finding a tenant suitable for the guidelines provided by the landlord and drafting of the tenancy agreement.	
<b>Inventory – Per Let - Landlords Share</b>	£360
An inventory is important to a landlord and tenant as this is an unbiased record of the property condition including any items, furnishings or appliances prior to the commencement of the tenancy. This fee provides a documented property condition report. A share of this fee is also payable by the tenant.	
<b>Renewal Fee – Landlords Share – per 6 months</b>	£150
This cost covers the negotiation on the tenancy renewal term, updating terms of business if necessary, amending/drafting the tenancy agreement and creating systematic rental demands for the next tenancy term. A share of this fee is also payable by the tenant.	
<b>Bond Registration Fee – Per 6 Months</b>	£47.94
By law all tenants bonds must be registered with a Government authorised scheme, Moss Properties use The Tenancy Deposit Scheme (TDS). This fee is for protecting the bond with TDS, registering the landlord and tenants details with TDS and providing the tenants with the TDS certificate and prescribed information within 30 days of receiving any bond monies. This fee is also charged on renewal dependant on the tenancy term.	
<b>Final Inspection Fee – Landlords Share</b>	£150
Upon the tenants termination this fee is charged and covers arranging the move out appointment with the tenant, visiting the property to check property condition after the tenancy has ended, liaise and agree with the tenant and landlord on any deductions from	

the bond, release any monies to landlord or tenant after unprotecting the bond, transfer any disputed amount to the TDS for adjudication, obtaining quotes for any repairs and arrangement of any repairs or replacement of any damaged or missing items. A share of this fee is also payable by the tenant.

**Digital Marketing Fee**

£75

This fee is charged at the commencement of a new tenancy for displaying the available property on Moss Properties digital and social media sites.

Optional extra fees including VAT for all landlords.

**Rent On Time Product - Per 12 Months**

From £400

Moss Properties offers you the opportunity to purchase Rent on Time, a product that will guard you against any potential rental arrears, as rent is paid on the day it is due, regardless of whether the tenant pays. If your tenant goes in to 2 months arrears the eviction process begins but you will continue to receive the rent on its due date until vacant possession and given up to £50,000 of legal cover. No rent is paid during vacant periods.

**Quarterly Inspection**

£75

It is recommended that an inventory clerk is instructed to carry out quarterly inspections to ensure that the property is being looked after by the tenants.

**Vacant Property Visit**

£75

It is recommended that an inventory clerk is instructed to carry out an inspection during any vacant period to ensure no issues have occurred at the property.

**Copy Of Statement -Per Statement**

£5

Whilst there is an active tenancy in place you will receive a statement emailed to you upon rent being received from the tenant. Should you misplace these and require copies this fee applies per statement.

**Landlord Tax Service – Per Tax Year**

£125

We can provide a property statement for each tax year to indicate all income and expenditure relating to your property income.

**Court Attendance – Per day or part thereof**

£275

This fee applies per day in the unfortunate event that you require Moss Properties to represent you in court.

**Pre Tenancy Clean**

From £120

This fee is applied should you wish for the property to be cleaned prior to the commencement of a tenancy.

**Gas Safety Certificate**

£102

All gas equipment, pipe work and appliances must adhere with the gas safety (installation and use) regulations 1994. Including annual inspections by a corgi registered installer and records maintained of the work undertaken. A satisfactory inspection must be carried out at the commencement of a new tenancy and thereafter every year. A copy of a Landlord's Gas Safety Certificate must be provided to Moss Properties or Moss Properties can arrange this for you for this fee. This is a Landlord's responsibility to ensure a gas certificate is carried out every 12 months.



<b>Energy Performance Certificate (EPC)</b>	£102
An EPC is valid for 10 years and is required to be ordered before the property is marketed to let. It is the Landlord's responsibility to provide this to the tenant. A copy must be provided to Moss Properties or Moss Properties can arrange this for you for this fee.	
<b>Smoke Alarm - Per Alarm</b>	£49.95
It is a mandatory requirement for a landlord to have a working smoke alarm on each floor of their property. If you require Moss Properties to supply and fit a smoke alarm this fee will apply.	
<b>Carbon Monoxide Alarm</b>	£49.95
It is a mandatory requirement for a landlord to have a working carbon monoxide alarm in each room where there are solid fuels burning. If you require Moss Properties to supply and fit a carbon monoxide alarm this fee will apply.	
<b>Legionella Risk Assessment</b>	£102
It is the duty of care and best practice of all landlords to ensure that the risk of exposure to tenants, residents and visitors by Legionella is properly assessed and controlled within your rental property. A copy of a Legionella Risk Assessment Report must be provided to Moss Properties or Moss Properties can arrange this for you for this fee.	
<b>Rightmove Premium Listing</b>	£150
Should you require your property to be featured as a premium listing on Rightmove to increase your properties exposure then this fee will be charged.	

<b>Termination Of Services</b>	One months rent
If the tenant vacates and I wish to terminate this agreement I will be liable for a fee equivalent to one months rent. If I wish to terminate this agreement and the tenant remains in the property, a fee equivalent to commission due to the end of the tenancy plus a fee of one months rent is payable to Moss Properties. Moss Properties reserve the right to terminate any agreement giving 14 day's notice.	
<b>Withdrawal Of Application</b>	One months rent
I understand that if by any means I find a tenant myself or wish to withdraw my application to use Moss Properties after securing a tenancy for my property as my agent a fee of one months rent is payable to Moss Properties to cover administration/marketing costs.	

Additional Reporting to HMRC	£15
Arranging Keys	£25 plus cost of keys
Vacant Property Inspection	£75