LANDLORDS' SCHEDULE OF MANAGEMENT CHARGES

Fully Managed

12.5% + VAT (this equates to 15% including VAT) of the rent received, charged monthly.

This includes:

A. Rental appraisal
B. Full marketing including advertising on Rightmove, OnTheMarket, Zoopla and our Hamilton Graham website
C. Tenant referencing including Right to Rent checks
D. Preparation of tenancy agreements
E. Deposit registration with the Deposit Protection Service (DPS)
F. Schedule of Condition at start of tenancy
G. Tenant check-in
H. Collection of rents
I. Keeping and rendering of accounts including landlord statements
J. Annual income and expenditure reports (when requested)
K. Renewals and rent reviews (where appropriate)
L. Management of rent arrears recovery (potential legal costs to landlord)
M. Tenant check-out
N. Deposit reconciliation and handling disputes
O. Organising day-to-day property maintenance and repairs
P. Arranging all statutory safety checks, such as gas safe checks, electrical inspections (EICR), Energy Performance Certificates (EPC)
Q. Arranging the installation and inspection of smoke and CO alarms (where applicable)

Letting and Rent Collection

10% + VAT (this equates to 12% including VAT) of the rent received, charged monthly.

This includes: points A to N of our Fully Managed service.

Tenant-Find Only

9% + VAT (this equates to 10.8% including VAT) of the annual rent, charged as a one-off fixed fee.

This includes: points A to G of our Fully Managed service, plus collection of the first month's rent.

Service of Legal Notices

There is an initial charge of £85 (including VAT) to serve Notice for Possession.
If the tenant does not vacate at the end of the Notice period there may be further charges and we will obtain a quote for your approval.

Our Schedule of Management Charges may be negotiable depending on the nature of the property. Please call Hamilton Graham on 01903 879212 so that we can chat through your requirements in further detail.