

Landlord scheduled charges and services

Our Services	Fully Managed	Rent Collection	Tenant Find
Property appraisal and marketing report	✓	✓	✓
Distinctive marketing board	✓	✓	✓
Meter Readings	✓	✓	✓
Accompanied viewings	✓	✓	✓
Comprehensive tenant referencing and credit checks	✓	✓	✓
Preparation of Assured Shorthold Tenancy Agreement	✓	✓	✓
Collection of 1st months rent and deposit	✓	✓	✓
Tenant welcome pack	✓	✓	✓
Deposit refund	✓	✓	✗
Monthly client statement	✓	✓	✗
Pro-active marketing including web exposure *	✓	✓	✗
Collection of rent	✓	✓	✗
Arrears management	✓	✓	✗
Day to day general management	✓	✗	✗
Inventory and scheduled condition report	✓	✗	✗
Routine management inspections	✓	✗	✗
Annual rent review *	✓	✗	✗
Deposit registration	✓	✗	✗
Deposit dispute resolution *	✓	✗	✗
End of tenancy checkout report *	✗	✗	✗

**£420 + 12% of rent
collected including
VAT**

**£450 + 9.6% of rent
collected including
VAT**

**70% + VAT of first
month rent,
subject to a
minimum fee of
£450 including
VAT.**

Additional services and charges

Inventory and scheduled condition report £150 - £180 inc VAT
 Tenancy renewal £90 inc VAT
 Energy Performance Certificate £120 inc VAT
 Deposit registration £30 inc VAT
 Electrical Inspection Report £180 - £216 inc VAT
 Gas Safety Certificate £90 inc VAT
 Landlord legal services, including serving legal notices*
 Rent guarantee insurance*
 Landlord and tenant insurance*
 Landlord investment advice*
 Legionella Risk Assessment £90 - £102 inc VAT
 End of tenancy checkout report £108 inc VAT
 Pro-active marketing including web exposure £60 inc VAT
 Deposit dispute resolution*
 Attending a Court hearing*



**Day & Co
LETTINGS**

***Charges will apply by agreement.**