

SCALE OF CHARGES	FEE (including VAT unless stated otherwise.)
Tenancy Agreement, Referencing and Deposit Holding <i>Payable for each letting the landlord finds the tenants or a new agreement for tenants already in situ.</i>	£ 500.00
Management Service <i>Our set-up fee includes all the marketing of the property, viewings carried out on your behalf, referencing of potential tenants, drawing up of tenancy agreements, inventory carried out by VeriSmart, holding and registration of deposit throughout tenancy with TDS</i> <i>Additionally, you will be charged a monthly commission on rent due</i>	The equivalent of one month's rent plus, VAT 16.8 %
Rent Collection Service <i>Our set-up fee includes all the marketing of the property, referencing of potential tenants, drawing up of tenancy agreements, holding and registration of deposit throughout tenancy with TDS</i> <i>(Viewings and Inventory can be arranged at an additional charge, please see below)</i> <i>Additionally, you will be charged a monthly commission on rent due</i>	The equivalent of one month's rent plus, VAT 9.6%
Non-Managed Service <i>Our set-up fee includes all the marketing of the property, advertising and drawing up of the tenancy agreements</i> <i>(Viewings, Referencing, and Deposit holding can be done at an additional charge please see below)</i>	The equivalent of one month's rent plus, VAT
ADDITIONAL SERVICES	FEE (including VAT unless stated otherwise)
Viewings to be carried out for non-managed clients <i>(Fee charged per viewing)</i>	£ 18.00
Referencing of potential tenants carried out for non-managed clients <i>(Fee charged to Landlord)</i>	£ 65.00 per tenant
A company search will be charged a fee of <i>(Fee charged to Landlord)</i>	£ 150.00
Deposit holding for non-managed clients. One-off payment at the start of the tenancy	£ 120.00
Inventory Service <i>(Included for managed properties)</i>	£ 300.00
New Tenancy Agreement for landlords	£ 300.00
Take a Deposit to Dispute <i>(Service only available to managed clients)</i>	£ 150.00
Section 21	£ 250.00
Instructing contractors on managed clients' behalf <i>(Fully managed clients only)</i>	£ 12.00
Property sold to sitting tenant	£ 1,800.00
Rent increase -Section 13 Notice	£ 30.00
Should the landlord withdraw after the property has been marketed/tenant referenced by PFK there will be an administration fee charged.	£ 300.00
Energy Performance Certificate	£ 90.00
AML Check with Facial Recognition on all property owners (mandatory)	£ 36.00
VAT is payable at the prevailing rate on all our fees	