

Fees Payable By Fisks Ltd's Landlords

Below is a summary of our rental service. For a more detailed explanation please refer to our terms of business or speak to a Property Consultant.

% is of the total value of rent for the full contracted period.

LET ONLY/ INTRODUCTION: 5.2 Weeks including VAT

- Provide relevant personal and financial references in connection with each Tenant party that will sign the Tenancy Agreement.
- Prepare Tenancy Agreements and co-ordinate the signing of the same by the Tenants.
- Advise the in going Tenant of the procedure for registering with the appropriate utility providers for supply during the Tenancy period.
- Ensure that a Gas Safety Certificate has been provided to the Tenant prior to the commencement of the Tenancy.
- Make any HMRC deductions and provide tenant with the NTL8 (if relevant)

RENEWAL OF TENANCY: £120 including VAT

INVENTORY / CHECK IN:

Studio:	£100 inc. VAT /	£75 inc. VAT
1 Bedroom:	£110 inc. VAT /	£85 inc. VAT
2 Bedroom:	£120 inc. VAT /	£95 inc. VAT
3 Bedroom:	£135 inc. VAT /	£105 inc. VAT
4 Bedroom:	£155 inc. VAT /	£130 inc. VAT

MANAGEMENT: 8.4% including VAT

- Arrange for the check in and checkout of Tenants against the Inventory and Schedule of Condition.
- Ensure the gas safety and EPC certificates are valid for the duration of the Tenancy.
- Arrange transfer of the council tax and utility accounts to the new Tenant's names.
- Arrange by telephone for appropriate tradesmen to effect necessary repairs during the tenancy.
- In an emergency (for example a leak causing damage to the property) when the Landlord is not contactable we will instruct the contractor to take steps to avoid further damage.
- Collect the monthly rent due from the Tenant and prepare monthly statements for the landlord.
- We will register the deposit with the Deposit Protection Service within thirty days of signing the Tenancy Agreement and within said period provide the Landlord and Tenant full details of the scheme including details of the Alternative Dispute Resolution Service (ADR).
- Prepare a schedule of dilapidations (damages) for the Landlord on expiry of the Tenancy.
- Serve the relevant section 21 notices on the tenant after the deposit has been protected.

Client money protection provided by ARLA

Independent Redress Provided by The Property Ombudsman

We reserve the right to receive a marketing fee from any third party contractors.



Fisks



Celebrating 50 Years

MANAGEMENT PLUS: 12% including VAT

- Provide two inspection visits per annum whilst the Tenant(s) are in occupation, and send a written report to the Landlord.
- We will inform the Tenant in writing if they are breach of contract and ensure the file is presented correctly for the Landlord to make a deduction from the Tenant's security deposit.
- On your instruction we will write to your Tenant and request that they remedy any breach of Tenancy.
- We will ensure that your Tenancy file is kept in a proper and correct state and can be used to the Landlord's fair advantage, in the event that there are disputes related to the security deposit or the Tenancy Agreement.
- We will provide the Landlord with all the relevant reports, emails and photographs needed as evidence should the Landlord need to make an insurance claim.
- We will obtain sufficient quotes on behalf on the Landlord for the Landlord to provide to their insurance company and instruct the contractor on the Landlord's behalf.
- Forward an insurance claim form previously completed by the Landlord to the insurance company on behalf of the Landlord whilst retaining the relevant documentation on file.
- Inspect the completed works on behalf of the Landlord.
- Pay an initial premium or renewal premium on an insurance policy from funds available in the Landlord's account – (as long as Fisks have not acted as an introducer or arranger of the policy)
- Pay any service charges with funds available in the Landlord's account.
- In the event that the Landlord requires possession of the property during the fixed term due to a Tenant's breach of Tenancy we will serve the relevant section 8 notice.
- On your instruction we will write to your Tenant and request that they remedy any breach of Tenancy.
- We will represent Landlords at any relevant tribunals (a pre negotiated additional fee).