

Landlord fees schedule

LEVELS OF SERVICE OFFERED

Tenant Find:
78% of the first
months rent
(inc.VAT)

Fully Managed: 78%
of the first months
rent (inc. VAT)

	Tenant Find: 78% of the first months rent (inc.VAT)	Fully Managed: 78% of the first months rent (inc. VAT)
Agree the rental value	✓	✓
Provide guidance on compliance with statutory provisions and letting consents	✓	✓
Advise on refurbishment requirements	✓	✓
Erect board outside property in accordance with the Town and Country Planning (Control of Advertisements) Regulations 1992	✓	✓
Market the property and advertise on relevant portals	✓	✓
Carry out accompanied viewings (as appropriate)	✓	✓
Tenant find service	✓	✓
Advice on non-resident tax status and HMRC (if relevant)	✓	✓
Collect and remit initial months' rent	✓	✓
Provide tenants with method of payment	✓	✓
Deduct any pre-tenancy invoices	✓	✓
Make any HMRC deduction and provide tenant with the NRL8 (if relevant)	✓	✓
Advise all relevant utility providers of any changes		✓
Agree collection of any shortfall and payment method		✓
Demand, collect and remit the monthly rent		✓
Arrangement payments for statutory requirements		✓
Pursue non-payment of rent and provide advice on rent arrears actions		✓
Undertake three routine visits per annum and notify the outcome to the landlord		✓
Arrange routine repairs and instruct approved contractors (providing three quotes)		✓
Tenancy Deposit dilapidation negotiations		✓
Hold keys securely throughout the tenancy term		✓

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ADDITIONAL NON-OPTIONAL FEES AND CHARGES

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PRE-TENANCY FEES (ALL SERVICE LEVELS)

Arranging and facilitating statutory compliance (this is in addition to the costs of the item itself) if not provided on instruction or undertaken by the landlord:

- Energy Performance Certificate (EPC) £65.00 (inc. VAT) per tenancy approx.
- Gas Safety Certificate Service/Oil annually £108.00 (inc. VAT) per tenancy approx
- Electrical Installation Condition Report (EICR) £240.00 (inc. VAT) per tenancy approx.
- Portable Appliance Testing (PAT) £90.00 (inc. VAT) per tenancy
- Legionella Risk Assessment £90.00 (inc. VAT) per tenancy
- Installing Smoke alarms and Carbon Monoxide £160.00 (inc. VAT) per tenancy
- Obtaining title Documents £7.00 (inc.VAT) per tenancy
- HETAS Certificate £90.00 (inc.VAT) per tenancy

START OF TENANCY FEES

Set-up Fees For Tenant Find Only Service 78% (inc. VAT) per tenancy. Please see levels of service

Set-up Fees for Fully Managed Service 78% (inc.VAT) per tenancy and 16.2% monthly management fees (inc.VAT). Please see levels of service.

AML Landlord ID / Sanction Checks with Credas online checking service £40.00 (inc. VAT) per Landlord.

Rent Protection available based on a sliding scale and quotation available prior to a tenancy take up.

Referencing per tenant £51.00 (inc. VAT) (ID checks, Right-to-Rent check, financial credit checks, obtaining references from current or previous employers any other relevant information to assess affordability) as well as contract negotiation and arranging the signing of the tenancy agreement. Also includes AML, Sanction Checks

Guarantor Fees: £51.00 (inc. VAT) per guarantor. Covering credit referencing and preparing a Deed of Guarantee (or as part of the Tenancy Agreement). Also, includes AML, Sanction Checks.

Deposit Registration Fees (where collected):£45.00 (inc. VAT) per tenancy. Register landlord and tenant details and protect the security deposit with a Government-authorised Scheme. Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of the tenancy start date - note, under a Fully Managed Service Only

Inventory Fees & Home Condition Report Quotation can be obtained and cost agreed prior to the tenancy and payable by the landlord

Professional House Clean if required : Quotation can be obtained and cost agreed prior to the tenancy and payable by the landlord

Certificate of Chimney Sweeping : Quotation can be obtained and cost agreed prior to the tenancy and payable by the landlord

Pre-tenancy gardening : Quotation can be obtained and cost agreed prior to the tenancy and payable by the landlord

CLIENT MONEY PROTECTION:



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INDEPENDENT REDRESS:



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DURING TENANCY FEES

Right-to-Rent Follow-Up Check: £45.00 (inc. VAT) per check. Undertaking a repeat check in person on a time-limited visa in accordance with the Immigration Acts 2014 and 2016. Notifying the Home Office should an illegal overstayer be identified. This does not apply to a Tenant-Find service.

Rent Review Fees £60.00 (inc. VAT) per tenancy. Rent can only be increased once a year and you will not be able to increase the rent in the first year of the tenancy. Subsequently, increases can be made by completing a Form 4A - Landlord's notice proposing a new rent. You must give at least 2 month's notice before the increase starts. The increase must be in line with local market rents.

END OF TENANCY FEES

Appoint an Inventory clerk to undertake an updated Schedule of Condition based on the original inventory: Quotation can be obtained and cost agreed prior to works carried out and payable by the Landlord.

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FINANCIAL CHARGES

Fees for providing an Annual Income and Expenditure Schedule: £30.00 (inc. VAT) annually.

OTHER FEES AND CHARGES

Vacant Property Management Fees: £100.00 (inc. VAT) per month.

To cover the costs associated with visiting the property to undertake visual checks on the inside and outside at a frequency mutually agreed with the landlord.

Management Take-over Fees: £500.00 (inc. VAT) per tenancy.

To cover the costs associated with taking over the management of an ongoing tenancy, ensuring all statutory compliance has been undertaken, confirming everything under "Set-up Fees" above, receiving and protecting the security deposit and providing all necessary legal documentation to the tenant.

Registering Legal Documents onto National Landlord Database also any other Government Scheme / Ombudsman that will form part of the Renters Rights Act 2025 prior to marketing (applicable to Fully Managed Service Only) All Landlords (including Let Only Service) will be legally required to carry this out and update the database with any changes as they happen, e.g. all safety certificates ie: Gas/Electrical/Oil boiler etc : Quotation to be provided.

Preparation of Paperwork for First-Tier Tribunal should a Tenant pursue a rent challenge via the Tribunal : £300.00 (inc. VAT)

Preparation and Service of a Section 8 notice including pursuing possession of the property through the courts : Fees to be charged and service via a legal firm on behalf of the landlord, we can recommend solicitors .

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