



Landlord Fees

All Prices are inclusive of VAT, unless expressly stated otherwise

Type	Description	Fee
Tenant Find Service		
Tenancy Set Up	Agree the market rent and find a tenant in accordance with the landlord guidelines; Advise on refurbishment, Provide guidance on compliance with statutory provisions and letting consents, carry out accompanied viewings (as appropriate), Market the property and advertise on relevant portals, Erect board outside property in accordance with Town and Country Planning Act 1990, Advise on non-resident tax status and HMRC (if relevant). Collect and remit initial months' rent received, agree collection of any shortfall and payment method, provide tenant with method of payment, deduct any pre-tenancy invoices, make any HMRC deduction and provide tenant with the NRL8 (if relevant)	£450 for rents up to, and including, £800 £504 for rents over £800
Inventory Fee	Arrangement of inventory and schedule of condition.	Included
Deposit Registration Fee	Register landlord and tenant details and protect the security deposit with a government authorised scheme and provide the tenants with the deposit certification and prescribe information within 30 days of the start of the tenancy	Included
Property Visits	To attend for specific requests such as neighbour disputes or any maintenance- linked visit	£60
Renewal Fee (landlord's share)	Contract negotiation, amending and updating terms and arranging a further tenancy and agreement	£60
Check Out Fee	Agree with tenant check out date and time, attendance at appointment, negotiate with landlord and tenant any disbursement of the security deposit, return deposit as agreed with landlord and tenant to relevant parties, remit any disputed amount to scheme for final adjudication, unprotect security deposit, instruct contractors: obtain quotes, organise repairs/ replacement/ cost of any broken or missing items	£210
Serving Section 21 or Section 8 notice	To provide relevant legal notice of possession to tenants to claim your property back	£120
Fully Managed Service		
Tenancy Set Up	Agree the market rent and find a tenant in accordance with the landlord guidelines; Advise on refurbishment, Provide guidance on compliance with statutory provisions and letting consents, carry out accompanied viewings (as appropriate), Market the property and advertise on relevant portals, Erect board outside property in accordance with Town and Country Planning Act 1990, Advise on non-resident tax status and HMRC (if relevant). Collect and remit initial months' rent received, agree collection of any shortfall and payment method, provide tenant with method of payment, deduct any pre-tenancy invoices, make any HMRC deduction and provide tenant with the NRL8 (if relevant)	£240
Inventory Fee	Arrangement of inventory and schedule of condition.	Included
Deposit Registration Fee	Register landlord and tenant details and protect the security deposit with a government authorised scheme and provide the tenants with the deposit certification and prescribe information within 30 days of the start of the tenancy	Included

Management Fee	Collect and remit the monthly rent received, pursue non-payment of rent and provide advice on rent arrears actions, deduct commission and other works, advise all relevant utility providers of changes, Undertake management visits and notify landlord of the outcome, arrange routine repairs and instruct approved contractors, hold keys throughout the tenancy term, Make any HMRC deduction and provide tenant with the NRL8 (if relevant)	10.8%
Submission of Non-Resident Landlords receipts to HMRC (with approval number)	To remit and balance the financial return to HMRC quarterly- and respond to any specific query relating to the return from the landlord or HMRC	Included
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Serving Section 8 notice	To provide relevant legal notice of possession to tenants to claim your property back	£120
Other Fees and Charges		
Rent Guarantee	Covers your rent if the tenants do not pay, plus allowance towards legal costs to help evict the tenant (for more information speak to a member of our lettings team)	£210
EPC	Gives the property an energy efficiency rating and is valid for 10 years. Must be at least a rating of E to rent your property out	£96
Gas Safety Certificate/ Service	Arrangement of the gas safety certificate where one is not provided at the commencement of the tenancy- plus a service is recommended	Quote on request
Portable Appliance Test (PAT)	Examination of electrical equipment and appliances to ensure they are safe to use	£75
Electrical Safety Test	Examination of fixed installations to ensure they are safe to use	Quote on request
Legionnaires Risk Assessment	Provides framework of action to identify and assess risks, and implement any necessary measures to control any risk	£99.90
Key Cutting Service	To ensure there are enough keys for the tenants, plus a management set of keys (if applicable)	£18 plus cost of the keys
Photocopies of Tenancy Agreement/ Inventory	One copy will be provided at the commencement of tenancy, this is a cost for any additional copies that you request	£24
Work Supervision	To provide access, and supervise, any works at your request	12% of the works cost
Fee for more than two quotes	We provide one-two quotes, however if you require more then the charge covers our time to source and gather extra quotations	£24 per quote
Property Visits During Void periods, at your request	To inspect the property and its condition, at your requests, during void periods	£30
Any commission earned by us when acting on your behalf will be retained by us, typically this will range from nil to 10% of the value of the works completed		

The office is part of a Client Protection Money Scheme: NALS

The office is part of the Redress Scheme: The Property Ombudsman

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