

## Landlord Fees:

The schedule shows all fees and charges of Gateway Residential prior to the start of and during the tenancy that maybe charged to the landlord.

Please note: All figures and percentages are subject to VAT

London region minimum fee £2000 + VAT



Service	Service fee		
Let Only	1 months rent or minimum of <b>£650.00</b>		
Full Management	8% + Let fee of <b>£650.00</b>		
Refurbishment & Full Management	8% + Let fee of <b>£650.00</b> + Project management fee of 10%		

  

Service descriptions	Let Only	Full Management	Refurbishment & Full Management
Advise on refurbishment			✓
Agree market rent	✓	✓	✓
Guidance on compliance and letting consents	✓	✓	✓
Marketing property	✓	✓	✓
Erecting a board	✓	✓	✓
General tax advice		✓	✓
Arrange Energy Performance Certificate assessment		✓	✓
Carry out viewings	✓	✓	✓
Find tenants and check references	✓	✓	✓
Arrange gas and electrical safety inspections	✓	✓	✓
Advise on Legionella's Disease	✓	✓	✓
Create paperwork	✓	✓	✓
Produce an inventory	Optional additional fee: £210 unfurnished and £270 furnished	✓	✓
Sign tenant in	✓	✓	✓
Collect and remit initial month's rent	✓	✓	✓
Deduct any pre-tenancy invoices	✓	✓	✓
Send documents to landlord	✓	✓	✓
Register deposit with government approved scheme		✓	✓
Collect and pay rent		✓	✓
Deduct HMRC sums and provide NRLB make payments quarterly		✓	✓
Send rent statements		✓	✓
Carry out property inspections	Additional cost: £60 per visit	✓	✓
Arrange maintenance		✓	✓
Renew contracts	Additional cost: £240	£100	£100
Negotiate rent review	Additional cost: £75 per hour	✓	✓
Draw up and serve notices and legal notices	Additional cost: £150 per document	✓	✓
Deal with rent arrears		✓	✓
Notify utility companies that tenant is vacating	Optional additional fee: £210 unfurnished and £270 furnished	✓	✓
Provide one year's rent guarantee and legal protection insurance		Optional	Optional additional