

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 £650.00 + VAT (£780.00 incl. VAT)
Full Management	10% + VAT (12% incl. VAT) + let fee of £650.00 + VAT (£780.00 incl. VAT)
Refurbishment & Full Management	10% + VAT (12% incl. VAT) + let fee of £650.00 (£780.00 incl. VAT) + 10% + VAT (12% incl. VAT) project management fee
London Region	Minimum fee of £2,000.00 + VAT (£2,400.00 incl. VAT)

SERVICE DESCRIPTION	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: £210.00 + VAT unfurnished (£252.00 incl. VAT) and £270.00 + VAT furnished (£324.00 incl. VAT)	✓	✓
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: £60.00 + VAT (£72.00 incl. VAT)	✓	✓
Arrange maintenance		✓	✓
Renew contracts	£240.00 + VAT (£288.00 incl. VAT)	£100.00 + VAT (£120.00 incl. VAT)	£100.00 + VAT (£120.00 incl. VAT)
Negotiate rent review	Additional cost: £75.00 + VAT per hour (£90.00 incl. VAT)	✓	✓
Draw up and serve notices and legal notices	Additional cost: £150.00 + VAT per document (£180.00 incl. VAT)	✓	✓
Deal with rent arrears		✓	✓
Notify utility companies that tenant is vacating	Optional additional fee: £210.00 + VAT unfurnished (£252.00 incl. VAT) and £270.00 + VAT furnished (£324.00 incl. VAT)	✓	✓
Provide one year's rent guarantee and legal protection insurance		Optional	Optional additional

Property regulations

Here's an overview of your main legal requirements as a landlord. We'll make sure you meet these regulations when required as part of our full property management service.



Energy Performance Certificate (EPC) October 2008

All landlords are required to provide a valid Energy Performance Certificate (EPC) for their rented property, issued by an approved EPC assessor.

This certificate will show the energy efficiency rating of your property, based on a scale from A (the most energy efficient) to G (the least efficient).

An EPC lasts for 10 years and can be used for multiple tenancies throughout that period.

At Gateway Residential, we work in partnership with experienced EPC assessors to produce a swift report, avoiding any delays in marketing your property.

The Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020

Landlords in the Private Rented Sector (PRS) must ensure every electrical installation in their residential premises is inspected and tested at intervals of no more than 5 years by a qualified and competent person.

Following the inspection and testing, a private landlord must:

- Obtain a report from the person conducting that inspection and test, which gives the results of the inspection and test and the date of the next inspection and test;
- Supply a copy of that report to each existing tenant of the residential premises within 28 days of the inspection and test;

- Supply a copy of that report to the local housing authority within 7 days of receiving a request in writing for it from that authority;
- Retain a copy of that report until the next inspection and test is due and supply a copy to the person carrying out the next inspection and test; and
- Supply a copy of the most recent report to –

Any new tenant of the specified tenancy to which the report relates before that tenant occupies those premises; and

Any prospective tenant within 28 days of receiving a request in writing for it from that prospective tenant

Gas Safety (installation And Use) Regulations 1998, Gas Safe

A landlord must make sure that every gas appliance and gas installation pipe work owned by them is checked for safety at lease once a year, avoiding the risk of carbon monoxide poisoning.

Inspections need to be carried out by a registered engineer (formerly from the Corgi Register; now the Gas Safe Register), who will assess installation and maintenance.

You should keep accurate records of these safety inspections and have a current Gas Safe safety certificate to hand.

This certificate must always be available for a tenant to see before occupying a property. These regulations first came into force in 1994, with subsequent updates.

Smoke Alarms and Carbon Monoxide Legislation

Landlords are legally required to put working smoke alarms on every floor of their property where there is a room used wholly or partially as living accommodation

Landlords must also put working carbon monoxide alarms in every room with an appliance that burns, or is capable of

burning, solid fuel (not gas or gas boilers). This includes log and coal burning stoves and open fires, even if these are not normally in use.

The regulations apply to houses and flats and failure to comply can lead to a civic penalty of up to £5,000.