



	Find Tenant Only 6% (5% + VAT)	Let Only 10% (8%+VAT)	Rent Collection 3.6% (3% + VAT)	Management Service 6% (5% + VAT)
Property Valuation	v	v	-	-
Professional photos	v	v	-	-
Property description	v	v	-	-
Property marketed on portals and our website	v	v	-	-
Property matched with registered applicants in our data base	v	v	-	-
Accompanied Viewings	v	v	-	-
Drafting and Accepting offer	v	v	-	-
How to Rent Guide legislation	x	v	-	-
Referencing of tenants (and guarantors if applicable)	x	v	-	-
Tenancy Creation and arranging signatures	x	v	-	-
Collect first month's rent	x	v	v	-
Right to Rent / Immigration Act Check conducted	x	v	v	-
Collect deposit	x	v	v	-
Deposit Registration including legally required forms signed	x	v	v	-
Arranging for Photographic inventory	x	x	v	-
Arranging Gas Cert	x	x	v	-
Arranging EPC	x	x	v	-
Check in	x	x	v	-
Providing check list to be signed by tenants	x	x	v	-
Rent collection service	x	x	v	-
Rent arrears chasing to conclusion	x	x	v	-
Arranging for Check out	x	x	v	-
Gas cert follow up reminders	x	x	x	v
Electrical cert follow up reminders	x	x	x	v
Floor plan included	x	x	x	v
Complying with Deregulation Act 2015	x	x	x	v
Transfer and managing utility bills	x	x	x	v
Property inspections (4 months) set fee of £60	x	x	x	v
Immigration Act Check follow up reminders	x	x	x	v
Arranging for key cutting	x	x	x	v
Deposit dispute handling	x	x	x	v
Notices issues	x	x	x	v
Safety checks and renewal of safety records (fire, CO, furnishing)	x	x	x	v
NRL statements	x	x	x	v
Arranging and follow up maintenance	x	x	x	v
Portfolio return advice on how to increase rental	x	x	x	v

The Commission will be taken upfront for the duration of contract for Find Tenant and Let Only service. The Commission will be taken monthly from rent for Rent Collection and Managed Services

Additional or Optional Charges

Tenancy Agreement Preparation	£84 (70+VAT)
Organising of Gas Safety	£84 (£70 +VAT)
Organising of an EPC	£84 (£70+VAT)
Periodic Tenancy Administration	£60 (£50+VAT)
Addenda & Memoranda	£180 (£150+VAT)
Deed Of Surrender	£180 (£150+VAT)
DPS Deposit Protection & Registration	£180 (£150+ VAT)
Deposit disputes for non-managed properties	£240 (£200+VAT)
Electrical Certificate (varies due to the size of property)	Price On Application
Right to rent Responsibility Transfer to Agent	£180 (£150+Vat)
Inventory (varies due to the size of property)	Price On Application
Key Cutting Services, excluding the cost of keys	£18 (£15+VAT)
Additional Visits To Property per hour/part thereof	£60 (50+VAT)
Arranging maintenance for non-managed properties	20% of monthly rent
Tax administration for Non-UK residents, per quarter	£60 (50+VAT)
Court Attendance charged per day	£250 (£208.33+VAT)
NRL gross annual income and expenditure statement to HMRC	£50
Paper copies of statements of account	£3.00 per month
Rent Administration Fee Where a landlord chooses to terminate our service but rental payments continue to be made to Foster & Edwards - Administration fee (The landlord is responsible for informing all parties that rent should be directed to new agent).	£50 per payment

Redress Scheme & Client Money Protection

- Foster & Edwards are member of 'The Property Ombudsman' – www.tpos.co.uk
- Foster & Edwards are covered by the SafeAgent Client Money Protection Scheme: <https://safeagents.co.uk/for-tenants/protecting-your-money/>

Tenant Cost of Moving and Renting	Fee*
Holding Deposit In order to reserve the property	One Weeks Rent
The Rent	As agreed for the property and specified in the tenancy agreement
Security Deposit	6 Weeks Rent
Change of Tenancy Fee Redrafting tenancy agreement, referencing new tenant(s) re-registering the deposit and producing prescribed information notice. If reference required	£60
Late Payment of Rent Fee Where a rental payment is significantly delayed a fee will be applied to the payment due	Interest of 3% above the Bank of England base rate on balance due each day
Key Replacement Fee Where a tenant requires a replacement key or security device for their property	Price on application
Extension Set Up For tenancies which started prior to June 1st 2019	£118.80
*All prices are inclusive of VAT unless expressly stated otherwise.	