



IS AN ARLA LICENSED MEMBER
WWW.ARLA.CO.UK

CLIENT MONEY PROTECTION
(CMP) PROVIDED BY: ARLA



INDEPENDENT REDRESS
PROVIDED BY: TPOs



FEES TO: LANDLORDS

www.spencermunson.co.uk

LEVEL OF SERVICE OFFERED:

Tenant find: 12% of rent (Inc VAT)	Rent collection: 15% of rent (Inc VAT)	Fully managed: 18% of rent (Inc VAT)
<p>INCLUDES:</p> <ul style="list-style-type: none"> • 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) 	<p>INCLUDES:</p> <ul style="list-style-type: none"> • Collect and remit the monthly rent received • Deduct commission and other works • Pursue non-payment of rent and provide advice on rent arrears actions • Make any HMRC deduction and provide tenant with the NRL8 (if relevant) • Complimentary Legal & Rent Guarantee Insurance 	<p>INCLUDES:</p> <ul style="list-style-type: none"> • 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 three inspection visits per annum and notify landlord of the outcome • Arrange routine repairs and instruct approved contractors (providing two quotes) • Hold keys throughout the tenancy term • Make any HMRC deduction and provide tenant with the NRL8 (if relevant) • Complimentary Legal & Rent Guarantee Insurance

ADDITIONAL NON-OPTIONAL FEES AND CHARGES (IRRESPECTIVE OF LEVEL OF SERVICE):

All of our landlords are extremely important to us so we make sure that they receive a very personal and professional service from experienced letting agents who retain extensive local knowledge and are adequately qualified and equipped to handle matters quickly and effectively on your behalf.

The majority of our clients have specific requirements so the extensive range of services we provide can be tailored accordingly, which is why we do not offer a standard commission rate.

The commission which we charge will always remain as competitive as possible without compromising our high standards of service. So although a general guide of our fees are enclosed, we would urge any landlord thinking of letting their property locally to contact their nearest office to discuss in more detail the various options available. our details can be found on the contact us page of our website.

Upon request we can offer a FREE MARKET APPRAISAL of the property in question and provide a definitive commission quotation linked to our bespoke range of services, which will best meet you the landlords needs.

...(continued)



#LOOKFORTHELOGO
WWW.ARLA.CO.UK/FIND-AGENT



WHERE STANDARDS MATTER

IS AN ARLA LICENSED MEMBER
WWW.ARLA.CO.UK

CLIENT MONEY PROTECTION
(CMP) PROVIDED BY: ARLA



INDEPENDENT REDRESS
PROVIDED BY: TPOs



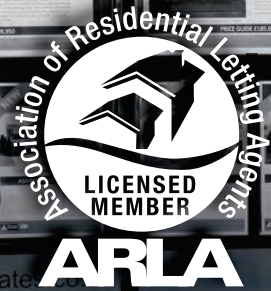
FEES TO: LANDLORDS

www.spencermunson.co.uk

ADDITIONAL NON-OPTIONAL FEES AND CHARGES (IRRESPECTIVE OF LEVEL OF SERVICE):

Setup Fee (Landlords Share):	£120 (inc VAT)
<ul style="list-style-type: none"> • Agree the market rent and find a tenant in accordance with the landlord guidelines; • Advise on refurbishment • Supplying and Drafting a specialist Tenancy Agreement 	
Deposit Registration Fee:	£60 (inc VAT)
<ul style="list-style-type: none"> • 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 start of tenancy 	
Additional property visits:	£60 inc VAT)
<ul style="list-style-type: none"> • To attend for specific requests such as neighbour disputes; more visits are required to monitor the tenancy; or any maintenance-linked visit 	
Submission of non-resident landlords receipts to HMRC	£60 (inc VAT) quarterly
<ul style="list-style-type: none"> • 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 	
Obtaining more than two contractors quotes	£24 (inc VAT) per quote
Renewal Fee (landlords share)	£60 (inc VAT)
<ul style="list-style-type: none"> • Contract negotiation, amending and updating terms and arranging a further tenancy and agreement 	
Court Attendance	£60 (inc VAT) per hour

IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF STAFF



#LOOKFORTHELOGO
WWW.ARLA.CO.UK/FIND-AGENT

