

FEE TARIFF (From 1st June 2019, amended 24th March 2026)

TENANTS' FEES

Deposit:	All Tenants to pay a deposit at the start of the Tenancy (See property particulars for the deposit amount)
Replacement of Lost Keys/Security Devices:	Cost of replacement plus our attendance of £15 per hour (including VAT)
Adding/Changing Tenants' details on Agreement (Tenants' request to alter) (England Only):	£50 including VAT
Interest on Rent Arrears:	3% over base rate calculated on a daily basis from 1 st day (applied after 14 days)

LANDLORDS' FEES

Let Only Service (Existing Clients Only)	One months' rent (plus VAT at the standard rate of 20%) (Minimum fee £480.00 including VAT).
Management Service	12% of the monthly rent (Minimum fee £48.00 including VAT) plus an initial letting fee of 60% of the first months rent including VAT (Minimum fee of £420 including VAT)
Management Plus Service	15% of the monthly rent (Minimum fee of £60 including VAT) plus an initial letting fee of 60% of the first months rent including VAT (Minimum fee of £420 including VAT)
Adding/changing either party's details on Agreement/Occupation Contract	£120 incl VAT (£100 + VAT)
Management takeover fee	£360 incl VAT for non-MMP agreement/contract £240 incl. VAT for MMP agreement
Dealing with a deposit dispute	£120 incl VAT (£100 + VAT)
Applying for a MEES/EPC exemption	£60 incl VAT (£50 + VAT)
Carrying out additional Professional Services	£180 incl VAT per hour
Preparation of Occupation Contracts for Converted Tenancies (Managed Tenancies)	£120 incl VAT (£100 + VAT)
Serving of Notices, including rent reviews & variations (Managed Tenancies)	£60 incl VAT (£50 + VAT)
Visit to install carbon monoxide alarm (not including cost of alarm)	£24 incl VAT (£20 + VAT)
Preparation of Occupation Contracts for Converted Tenancies (Let Only Tenancies)	£240 incl VAT (£200 + VAT)
Sending letters on your behalf (Let Only Tenancies)	£60 incl VAT (£50 + VAT)
Serving of Notices on your behalf (Let Only Tenancies)	£120 incl VAT (£100 + VAT)
Carrying out a Check-out inspection (Let Only Tenancies)	£120 incl VAT (£100 + VAT)
Preparation of an Inventory and Record of Condition (Let Only Tenancies)	
1-2 Bedroom Property	£180 incl VAT (£150 + VAT)
3-4 Bedroom Property	£240 incl VAT (£200 + VAT)
5+ Bedroom Property	£300 incl VAT (£250 + VAT)
Renting Homes Wales Act Update Service, to include two notices of variation by enactment	£120 incl. VAT per annum



Deposit Protection Scheme

Membership Number: G01771

TDS (The Dispute Service Limited)
Unit 1, The Progression Centre, 42 Mark Road
Hemel Hempstead, Herts HP2 7DW



Redress Scheme

The Property Ombudsman
Milford House, 43-55 Milford Street, Salisbury, SP1 2BP
Tel: 01722 335 458 - www.tpos.co.uk



Client's Money Protection Scheme

The Royal Institution of Chartered Surveyors

Rent Smart Wales

P.O. Box 1106
Cardiff
CF11 1UA

Tel: 03000 133344 – www.rentsmart.gov.wales

Reg No: #LR-73003-09686 24.3.2026

