

# Statement of Fees (Landlord)

In compliance with the Consumer Rights Act 2015, the fees of Living in London Limited (Unit E & F, Cadmus Court, Seafarer way, London, SE16 7DW, and Unit One, The Booking Hall, Canada Water Tube Station, SE16 2XU) are as follows:

Please note, under the 'Tenant Fee Ban' (June 1<sup>st</sup> 2019) landlords or agencies are no longer able to charge fees to tenants other than 'Permitted Payments'. As such (but not limited to), tenancy agreements, referencing, right to rent checks and Inventory charges must be covered by the landlord.

## Commission

All fees are inclusive of VAT.

Commission is based on a % of the rent of the initial term agreed, for example;

*Rent @ £1,000.00 pcm on a 12 month initial tenancy on a 12% Let Only basis;*

*£1,000.00 (rent) x 12 (initial term) = annual rent of £12,000.00*

*12% (Let Only commission) of £12,000.00 (annual rent) = £1,440.00*

Commission is to be deducted from the initial 'Move in Money' paid at the start of the tenancy by the tenant to Living in London, OR, on Rent Collect or Full Management services, commission can be deducted monthly from the incoming rent received.

<b>Let Only:</b>	12%
<b>Rent Collection:</b>	15.6%
<b>Management:</b>	18%
<b>HMO Management:</b>	18%

There is a minimum fee of £1,200.00 including VAT for all the above Services

Renewal fees are payable should any of the tenants placed remain in the property beyond the initial period, regardless of if on a fixed or periodic basis. Renewal fees are typically 2% lower than initial % agreed.

## Charges

**Referencing of prospective tenants:** to include credit, employer and previous Landlord, where possible, as well as Right to Rent checks: £60.00 per tenant

**Deposit Registration Fee:** £180.00

**Pre-Let Service:** Pre-Move In visual inspection of the property in order to confirm the property is suitable for rent and meets the pre-agreed tenant requirements. Where necessary, dependant on the Pre-Move In inspection, arrange a professional clean, any necessary maintenance works, additional keys to be cut and a Check In via an Inventory Clerk (all costs of such at the Landlords expense): £180.00

**Key Cutting:** cost of cutting the key(s) plus: £18.00

**Section 21 Notice:** serve, or arrange to be served: £120.00

**Check Out and Deposit Return Procedure:** provide the tenant with the Check Out Procedure, arrange for the Check Out via an Inventory Clerk, (at Landlords expense), review the Check Out report, advise the Landlord of any Tenant liability, arrange any quotes necessary to 'make good', negotiate any deductions from the deposit between the Landlord and Tenant, arrange to see final bills (where possible), credit any agreed deductions from the deposit to the Landlords account or settle any invoices to contractors due for works to 'make good': £150.00 (unless on Managed Service whereby it is included)

**Deposit dispute negotiation:** preparation of documents for adjudication: £96.00 per hour

**Duplicate Landlord Statements:** £3.00 each (minimum £30.00)

**Visual Property Inspection:** £120 (1 annual visit included in Full Management Fee, if requested)

**Major works arrangement and/or supervision fee:** 12% of the total invoice where works exceed £2,000.00 excluding vat

**Caretaking Visual Property Inspection:** during void periods: £120.00

**HMO licensing charge:** £120 'additional' license administration, £240 'mandatory' license administration (does not include the license fee)

**Sales Commission:** should a tenant, or any person associated with the tenant, purchase the property: 1.8% of the purchase price inclusive of fixtures and fittings

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**Initial & Renewal Tenancy Agreements (Living in London's):** £120.00

**Landlord's Tenancy Agreement:** £120.00 should the Landlord request to use their own Tenancy Agreement, with a further £120.00 per hour if material amendments are required.

**Waiting time at non-managed property (i.e. meeting contractors):** £60.00 per hour where requested and agreed to

**Smoke and/or Carbon Monoxide Alarm installation administration fee:** £18.00 (not including the supply or installation of such alarms)

**Legionella Risk Assessment Check:** price upon application

**Dealing with Tax requirements of non-approved, non-resident landlords:** £100.00 per quarterly return

**Abortive Lettings Administration Charge:** if a Landlord withdraws from an accepted letting offer through no fault of the applicant or agent: £600.00.

If a Landlord cancels the contract within the 14 days cancellation period but has already instructed to proceed with marketing, the Landlord will be liable for reasonable expenses incurred for advertising and preparation of property particulars etc. This will not exceed £200.00.

**Gas Safety Check:** £120.00

**Energy Performance Certificate:** £120.00

**PAT (Portable Appliance Test):** £120.00

**EICR (Electrical Installation Condition Report):** £180.00 - £240.00 depending on property/property size/number of electrical systems

**Chimney(s) to be swept:** price upon application

**HETAS Certification:** price upon application

**Cost of specialist advertising or brochures:** details upon request but subject to additional charges.

**Court or a Tribunal Attendance:** on behalf of the Landlord: price upon application

### 3<sup>rd</sup> Party Charges

**Check In & Check Out Inventory:** £100.00 - £200.00 depending on size of the property, number of bedrooms and bathrooms and if the property is furnished or unfurnished, sometimes the fee will exceed this but will be indicated before approval, this is per 'In' or 'Out'.  
Schedule of Condition; £50.00

**Client Money Protection;** Living In London is a member of a Client Money Protection Scheme, namely Client Money Protect (Membership Number: CMP004552)

**Property Ombudsman;** Living in London is a member of The Property Ombudsman Redress Scheme

Marine Wharf Unit E & F, Cadmus Court, Seafarer Way, London, SE16 7DW ☎ 0207 231 0002 🌐 living-london.net 📧 welcome@living-london.net