

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 1st 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 per calendar month 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.

Let Only:	12%	Renewal Fee:	9.6%
This commission will be deducted from the initial 'Move in Money' paid to us at the start of the tenancy by the tenant.			
Rent Collection:	15.6%	Renewal Fee:	13.2%
This commission can be deducted monthly from the incoming rent received from the tenant.			
Management:	18%	Renewal Fee:	15.6%
This commission can be deducted monthly from the incoming rent received from the tenant.			
HMO Management:	18%	Renewal Fee:	15.6%
This commission can be deducted monthly from the incoming rent received from the tenant.			

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 remain in the property beyond the initial fixed term of the tenancy, regardless of whether they remain on an extension, renewal or continuation of the tenancy, also regardless of whether or not we are the effective cause of the extension, renewal or continuation or whether we continue to act on your behalf while the tenant remains in the Property.

You will not be entitled to any refund of commission should you terminate the Tenancy Agreement prior to the end of the initial fixed term of the tenancy or the tenant terminates the Tenancy Agreement prior to any break clause. The minimum period for our Rent Collection and Management Service is 9 months. The management service can be ended at 9 months by providing us with at least 3 months written notice, however, you will be liable for our let only fee (or rent collect fee should you wish to continue with this service) should any of the tenants remain in the property beyond the initial term of the tenancy.

Additional 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: (included in the Management service but subject to an additional fee of £180.00 including VAT on Let Only and Rent Collect)

Pre-Let Service includes: Pre-Move In visual inspection of the property in order to confirm the property is suitable for rent and meets the preagreed tenant requirements. Where necessary, dependant on the Pre-Move In inspection, arrange a professional clean, any necessary maintenance works, any items to be removed where agreed, additional keys to be cut and Check-In via an Inventory Clerk (all expenses are additional. The £180.00 inc VAT just covers the visit and the arrangement of such). £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: (included in the Management service but subject to an additional fee of £150.00 including VAT on Let Only and Rent Collect).

The Check-Out and Deposit Return Procedure includes: Provide the tenant with the Check-Out Procedure (COP), arrange for Check-Out via an Inventory Clerk (at Landlord's expense), review the Check-Out Report, advise you of any Tenant Liabilities, arrange any quotes necessary to 'make good', negotiate any deductions from the deposit between you and the Tenant, arrange to see final bills (where possible), credit any agreed deductions from the deposit (where dealt with by Living in London) to your account or settle any invoices to contractors due for works to 'make good' (all expenses are additional, the £150.00 inc VAT just covers the arrangement of such). £150.00

Deposit Dispute Negotiation: preparation of documents for adjudication: £96.00 per hour

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

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

Caretaking Visual Property Inspection: during void periods: £120.00

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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

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.

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

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

Legionella Risk Assessment Check: price upon application

Chimney(s) to be swept: From £100.00

HETAS Certification: From £100.00

Cost of specialist advertising or brochures: From £100.00

Court or a Tribunal Attendance: From £100.00

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

Obtaining a Land Registry Title plan/title deeds of the property: £5.00

Selling the Property

Sale of the Property: If you sell the property during a tenancy, you will be liable to pay the fees (Letting Fees) we would be entitled to up to the end of the fixed term of the tenancy. If the tenancy is a Statutory Periodic Tenancy, our fee will be one month's rent.

Sale of the Property to the tenant: Where you sell the property to the Tenant, a member of the tenant's family or an individual or business with which the Tenant has a financial connection with or with whom the tenant introduced the property to, Living in London will be due a Sales fee which will be reduced to 50% of our standard sole agency sales fee. Standard sole agency sales fee is 2.1% (inc VAT).

3rd 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

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Living in London is a limited company which is a member of The Property Ombudsman (TPO) Redress Scheme and a Client Money Protection Scheme (Client Money Protect, Membership Number: CMP004552). Living in London Ltd is registered in England and Wales. Company Registration Number: 03762634 Registered Office: 43 Oxford Drive, London, SE1 2FB. VAT Registration Number: 795884548.

