



FEES LIST

As per Section 83 of The Consumer Rights Act 2015

Tenant Letting

Tenancy Fees

- **Tenancy Contract Amendment Fee - £41.66 plus VAT**

Late Rent Charges

- **Interest Charge - 3% above the Bank of England Base rate**

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Landlord Management Fees (NO LET NO FEE)

Let Only Management Fee:

- Administration
- Marketing the property
- Conducting viewings
- Drawing up of the tenancy agreement

Student Let - 65% plus vat of the first month's rent or £240 plus VAT Per Student, whichever the greater amount

Family & Professional Let - 80% plus vat of the first full month's rent

Let & Rent Collection Service:

This service includes the above service points in addition to the following

- Collect rent as & when due in accordance with the tenancy agreement.
- Forward rent to Landlord by means of BACS transfer
- Prepare & serve notice towards the end of the tenancy where applicable
- Refund deposit on expiry of the tenancy less any deductions for dilapidations

For a Let & Rent Collection Service our fee is 10% plus vat of the monthly rent amount (subject to a minimum charge of £40 plus VAT, per month, per property)

Full Management Service:

This service includes the above service in addition to the following

- Prepare a full detailed inventory on each property. Other options are available for further detailed / comprehensive inventories at additional costs.
- Carry out interim visits, handle any breaches of tenancy / misconducts & report to the landlord if necessary.
- Cover minor maintenance issues within a property. See terms & conditions or ask staff for further details. This is charged only for the months the property is LET

For a Full Management Service our fee is 10% plus vat of the monthly rent amount. (subject to a minimum charge of £40 plus VAT, per month, per property) Plus additional £20.83 plus VAT per property, per month the property is rented

Other Charges (Only Where Applicable)

One Off Start Up Fee: - £125 Plus VAT (not applicable to Let only service)

New Tenancy Agreement/Renewal of Assured Shorthold Tenancy Agreement Fee: - £120 Plus VAT

Deposit Protection Management: - £96 Plus VAT

Statutory Declaration Charge: - £75 Plus VAT

Serving Notices: - £110 Plus VAT

Guarantor: - £65 Plus VAT Per Tenant

Gas certificates: - £70 Plus VAT

Electrical certificates: - £165 Plus VAT

EPC: - £70 Plus VAT

LRA: - New £110 Plus VAT - Renewal £ 70 Plus VAT

Fire Risk Assessment – Dependant on size of property.

Seeking Possession

In the event that the landlord wishes to serve the tenant/s notice and a possession order is required, the following charges would apply.

- £ TBC – Possession order court fee
- £400 Plus VAT – Stoke Property Shop Administration fee (Includes all paperwork, administration and one court appearance if applicable)
- £65 Plus VAT– Charges apply for each subsequent visit

Debt Recovery Assistance

In the event that a tenant is in rent arrears and the landlord wishes to pursue the amount, Stoke Property Shop can assist by submitting an application to the courts to recover the debt.

- £ TBC – Court Fee – This fee is set by the courts & is determined by the amount of debt owed.
- £145 Plus VAT– Submit County Court Judgement Application

Administration Fees and court fees must be paid in advance to Stoke Property Shop. These fees can be added to the outstanding debt amount.

Stoke Property shop is currently registered with the property ombudsman redress scheme.
Stoke Property Shop is part of CMP client money protection scheme.



Selling & Purchasing Property

Sales Fees

We provide a No Sale No Fee service* Our fees will be charged at 1% of the agreed sale price plus VAT subject to a minimum fee of £995 Plus VAT Per property.

Portfolio Sales Fee, to be agreed subject to quantity and value of full portfolio.

**An administration fee of £150 Plus VAT is payable if a property is withdrawn within ninety days of instruction.*

Purchasing Fees

Anti-money Laundering: - £25 plus VAT per applicant.