

OPTIONAL ADDITIONAL FEES

TENANT EVICT	FEE	TOTAL (inc.VAT)
If the tenant(s) named on the tenancy agreement fails to pay the rent owed as per the tenancy agreement and continue to remain in rent arrears, within the first 12 months of the listed commencement date, this will cover you to regain possession of the property, and includes a legal advisor to attend court.	£75.00 per tenant	£90.00 per tenant
QUARTERLY SUBMISSION OF NON-RESIDENT LANDLORDS TO HMRC		
This fee is charged to remit and balance the financial return to HMRC quarterly, and respond to any specific query relating to the return from the landlord.	£25.00 quarterly	£30.00 quarterly
ANNUAL SUBMISSION OF NON-RESIDENT LANDLORDS TO HMRC		
This fee is charged to remit and balance the financial return to HMRC, and respond to any specific query relating to the return from the landlord on an annual basis.	£50.00	£60.00
COURT ATTENDANCE		
In the unfortunate event where TG might need to attend court with you or your legal representative – for example if a tenant requires eviction, these fees apply. *Expenses can include travel, accommodation and parking if applicable.	£180.00	£216.00
WITHDRAWAL FEE - BEFORE THE TENANCY HAS STARTED		
When a Landlord terminates an agreement before the tenancy has started, any actual costs incurred in the marketing and set up of the property are passed to the landlord as per Terms & Conditions.	£250.00	£300.00
CANCELLATION OF MANAGEMENT - AFTER THE TENANCY HAS STARTED		
When a Landlord terminates an agreement and the tenant remains in the property. This fee will include the transfer of the deposit to the chosen Deposit Account of the Landlord.	One months Rent	
DISPUTE FEE		
Post-checkout if any proposed deductions in the security deposit are disputed by the tenant or landlord, this fee covers compiling and uploading the relevant documentation, photographs and evidence to support the landlords claim.	£100.00	£120.00
SPECIFIC SITE VISIT		
When a Landlord requests a specific visit in order to assess a maintenance requirement, insurance claim or similar.	£30.00	£36.00
SMOKE/CARBON MONOXIDE ALARMS		
Arranging the installation of one unit either the smoke or carbon monoxide alarms. (£30.00 +VAT per unit thereafter)	£60.00	£72.00
Checking alarms are working on first day of tenancy.	£50.00	£60.00
Purchase a new battery and install into existing smoke/carbon monoxide alarms.	£15.00	£18.00
EPC		
To instruct a certified engineer to carry out an Energy Performance Certificate.	£75.00	£90.00
SHOPPING FEE		
If required by the landlord to purchase items for the property (cost of invoice value).	£30.00 per hour	£36.00 per hour
KEY CUTTING		
Plus the cost of invoice	£10.00	£12.00
SALE OF PROPERTY TO AN EXISTING TENANT		
During the tenancy if you decide to sell the property a fee of 1% inc VAT of the agreed purchase price will be payable on completion.	1%	
COPY OF LANDLORD STATEMENTS		
If requested further copies of Landlord statements (per statement).	£12.00	£14.40
END OF YEAR SUMMARY FOR INCOME AND EXPENDITURE		
End of year summary for income and expenditure.	£25.00	£30.00
SERVE NOTICE TO TENANTS		
(Included in Managed and Enhanced Package). Compiling and serving correct documents as required, including hand delivering notices.	£60.00	£72.00