

LANDLORD FEES SCHEDULE

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LEVELS OF SERVICE OFFERED:

	Rent Collection: 10%+VAT of annual rent (12% Inc. VAT)	Full Management: 15%+ VAT of annual rent (18% Inc. VAT)	Rent Guarantee: additional 2% + VAT of annual rent (2.4% inc. VAT)
Initial inspection and advice without obligation or charge	✓	✓	
Agree the type of tenant you are looking for and any stipulations	✓	✓	
Provide advice regarding your obligations as a landlord and establish a plan with you to suit your needs and execute	✓	✓	
Create marketing material, photographs, floorplan, full measurements with square footage, film and edit Video Tour	✓	✓	
Market the property and advertise on relevant property portals	✓	✓	
Carry out accompanied viewings (as appropriate), vet and source suitable tenants	✓	✓	
Execute compliant and legally binding tenancy	✓	✓	
Deduct agreed pre-tenancy invoices from the rent received	✓	✓	
Collect and remit rent to your nominated account	✓	✓	
Issue formal rent demands and chase late rent payments	✓	✓	
Arrange for the security deposit to be protected in a government authorised Tenancy Deposit Scheme	✓	✓	
Negotiate and agree rent increases and arrange tenancy renewals, where appropriate	✓	✓	
Make arrangements for the check-out appointment to be completed at the end of the tenancy	✓	✓	
Provide annual statement of expenditure, for accounting purposes upon request		✓	
Exclusively communicate with the tenant on behalf of the landlord and enforce the agreed terms of the tenancy		✓	
Support the landlord in all matters relating to the tenancy and advise on all changes to legislation ongoing.		✓	
Arrange for annual safety certifications, oil & gas boiler service, electrical tests etc. where appropriate (at separate cost)		✓	
Undertake Professional Inspections and provide detailed guidance on any suspected breach or maintenance requirement		✓	
Advise on and arrange repairs and instruct pre-approved contractors, in line with statutory law		✓	
Advise and submit claims evidence relating to deposit deductions and support the landlord in their claim.		✓	
Make any HMRC deductions, where appropriate		✓	

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ADDITIONAL NON-OPTIONAL FEES AND CHARGES

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PRE-TENANCY FEES (ALL SERVICE LEVELS)

Arranging and facilitating statutory compliance (this is in addition to the costs of the item itself) if not provided on instruction or undertaken by the landlord:

- Energy Performance Certificate (EPC) £75.00 (no VAT) per tenancy
 - Gas Safety Certificate £90.00 (inc. VAT)
 - Gas Safety Certificate with combined Boiler Service £180.00 (inc. VAT) per annum
 - Portable Appliance Testing (PAT) £75.00 (no VAT) per tenancy
 - Installing Smoke alarms and Carbon Monoxide detectors £42.00 (inc. VAT) per unit, per tenancy
 - Testing Smoke alarms and Carbon Monoxide detectors on the first day of the tenancy £90.00 (inc. VAT) per tenancy
 - Electrical Inspection Condition Report:
 - * One bedroom - £170.00 * Two bedrooms - £180.00
 - * Three bedrooms - £190.00 * Four bedrooms - £200.00
 - * Five bedrooms - £210.00 * Six + bedrooms - POA
- Additional consumer units for off-peak or on-peak heating are charged at 50% of the above price per property. Any other consumer unit at the property i.e. garage, outbuildings etc are charged at £75 per additional consumer unit. VAT not applicable.

START OF TENANCY FEES

Referencing for up to two tenants (ID checks, Right-to-Rent check, financial credit checks, obtaining references from current or previous employers / landlords and any other relevant information to assess affordability) as well as contract negotiation (amending and agreeing terms) and arranging the signing of the tenancy agreement £180.00 (inc. VAT)

Additional Tenant Referencing Fees: £90.00 (inc. VAT) per tenant. As Set-up Fees above for additional tenants.

Guarantor Fees: £90.00 (inc. VAT) per guarantor. Covering credit referencing and preparing a Deed of Guarantee (or as part of the Tenancy Agreement).

Permitted Occupier Fees: £90.00 (inc. VAT) per permitted occupier. Explaining to any permitted occupier their rights and responsibilities towards the named tenant(s) and landlord. Right-to-Rent check.

Deposit Registration Fees. FREE OF CHARGE.

Inventory Fees:

Studio: £80.00 + VAT (£96 inc VAT)
1 Bed: £100.00 + VAT (£120 inc VAT)
2 Bed: £120.00 + VAT (£144 inc VAT)
3 Bed: £140.00 + VAT (£168 inc VAT)
4 Bed: £160 + VAT (£192 inc VAT)
5 Bed: £POA

The exact cost may vary dependent on the size of the property and any outbuildings.

Accompanied Check-in Fees:

Studio: £65.00 + VAT (£78 inc VAT)
1 Bed: £75.00 + VAT (£90 inc VAT)
2 Bed: £85.00 + VAT (£102 inc VAT)
3 Bed: £95.00 + VAT (£114 inc VAT)
4 Bed: £100 + VAT (£120 inc VAT)
5 Bed: £POA

Attending the property to welcome the tenant (s), confirm the Inventory and Schedule of Condition, explain the operation of appliances, highlight the location of utility meters, stop-cocks etc. Subject to an approved inventory.

Landlord Withdrawal Fee (before move-in): To cover the costs incurred by Knights for any services performed in good faith, such as referencing, Gas Safety Certifications, etc should the landlord withdraw from the tenancy before it has started.

If you any questions on our fees, please ask a member of staff.

CLIENT MONEY PROTECTION:

www.propertymark.co.uk

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INDEPENDENT REDRESS:

www.tpos.co.uk



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DURING TENANCY FEES

Additional Property Visits: £120.00 (inc. VAT) per visit.
Should the landlord request property visits in addition to those within the Terms of Business.

Rent Review Fees: FREE OF CHARGE, SEE RENEWAL FEES.

Renewal Fees: £180.00 (inc. VAT) per tenancy.
Review rent in accordance with current prevailing market conditions and advise the landlord, negotiate with the tenant(s), direct tenant(s) to make payment change as appropriate, update the tenancy agreement and serve a Section 13 Notice if the tenancy is on a periodic basis.
Contract negotiation, amending and updating terms and arranging for the signing and counter-signing on your behalf of a further tenancy agreement.

Right-to-Rent Follow-Up Check: £90.00 (inc. VAT) per check.
Undertaking a repeat check in person on a time-limited visa in accordance with the Immigration Acts 2014 and 2016.
Notifying the Home Office should an illegal overstayer be identified.

END OF TENANCY FEES

Check-out Fees:
Studio: £110.00 + VAT (£96 inc VAT)
1 Bed: £100.00 + VAT (£120 inc VAT)
2 Bed: £120.00 + VAT (£144 inc VAT)
3 Bed: £140.00 +VAT (£168 inc VAT)
4 Bed: £160 + VAT (£192 inc VAT)
5 Bed: POA

The exact cost may vary dependent on the size of the property and any outbuildings.

Attending the property to undertake an updated Schedule of Condition based on the original inventory.

Tenancy Dispute Fee: £120.00 (inc. VAT) per tenancy.
The costs associated with submitting the case to the tenancy deposit scheme as well as dealing with all correspondence relating to the dispute. This only applies where the agent has protected the deposit.
If Knights are providing a Full Management Service, this is FREE OF CHARGE.

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FINANCIAL CHARGES

Interest on Unpaid Commission: 3% above the Bank of England Base Rate from Due Date until paid.

Contractor Commission: 12% of contractors invoice (inc. VAT).
To cover the costs associated with arranging and facilitating the visit of a vetted professional tradesperson.

Additional HMRC Reporting Fees: FREE OF CHARGE UNDER FULL MANAGEMENT SERVICE Responding to any specific queries relating to either the quarterly or annual Return from either the landlord or HMRC.

Fees for providing an Annual Income and Expenditure Schedule: £50.00 (inc. VAT) annually. FREE OF CHARGE UNDER FULL MANAGEMENT SERVICE.

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