Landlord Fees Schedule

Full Management and Rent Collection Fees

Full Management	18% of the monthly collected rent inclusive of VAT (15% plus VAT) Sole Agency

Rent Collection Service	14.4% of the monthly collected rent inclusive of VAT (12% plus VAT) Sole Agency

Plus

Set Up Fee for each property, Includes marketing for a new Tenant	£598.80 inclusive of VAT (£499.00 plus VAT)
Inventory (all new Tenancies)	£114.00 inclusive of VAT (£95.00 plus VAT) 1-2 beds (£180.00 inclusive of VAT) (£150.00 plus VAT) 3 beds and above
Rent Review (all Tenancies) / Renewal Fee (Non-Housing Act Tenancies only) **(England)**	£90.00 inclusive of VAT (£75.00 + VAT)
Agreement Renewal Fee **(Wales)**	£90.00 inclusive of VAT (£75.00 + VAT)
Periodic Rent Review **(Wales)**	£90.00 inclusive of VAT (£75.00 + VAT)
PEP and Sanctions Check Fee	£24.00 inclusive of VAT (£20.00 + VAT)
Check Out and Dilapidations Settlement by Manager	£60.00 inclusive of VAT (£50.00 plus VAT)
Premier Service	5.4% of the monthly rent inclusive of VAT (4.5% + VAT) for rental amounts of £1,749 or less per calendar month Or 4.8% of the monthly rent inclusive of VAT(4%+VAT) for rental amounts of £1,750 or more per calendar month

Standard/Additional Fees – applicable to all tenancies

Legal Fees (All charges are included if the Premier Service has been purchased) – Fees quoted below are inclusive of VAT

Providing fast track possession documents	£48.00
Court appearance notes	£120.00
Service of a Legal Notice for Possession*	£72.00

Additional Fees – Fees quoted below are inclusive of VAT unless otherwise stated

Gas Safety Certificate	From £108.00
EICR (Electrical Installation Condition Report) Testing	From £150.00
EPC (Energy Performance Certificate)	From £114.00
Desktop MEES (Minimum Energy Efficiency Standards) Report	£48.00
Green Deal Assessment	£invoice cost plus 20% plus VAT
Tenancy Switch Fee (Agent Instructed on Managed or Rent Collection Service)	£150.00

LRG, a trading name of The Romans Group (UK) Limited is a member of Propertymark (which includes their Client Money Protection Scheme) and The Property Ombudsman, being the largest lettings redress scheme in the UK.

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The Property Ombudsman

propertymark cmp Client Money Protection

TDS Tenancy Deposit Scheme member

Amending a Tenancy Agreement at a Landlord's request to include Variation of Contracts		£60.00
Deposit Dispute Submission Fee		£120.00
Key cutting		Invoice value plus £12.00 per set
Shopping fee		£invoice cost plus 20%
Tax Provision of a comprehensive annual Income and Expenditure Report suitable for submission with a tax return Additional financial Information required		£180.00 £60.00 per hour
Providing Financial Information to HMRC on behalf of UK Resident Client		£15.00 annual administration charge
Administer tax to HMRC for overseas Client		£15.00 annual administration charge
International payments		£30.00 per transaction
Additional routine Property visits		£90.00 inclusive of VAT (£75.00 plus VAT)
Additional Property Visits to comply with the conditions of a property licence		£90.00 inclusive of VAT (£75.00 plus VAT)
Licence application on behalf of the Client		£390.00 plus any reasonable expenses or disbursements
Refurbishment Projects (Works exceeding £1,000.00 + VAT)		15% of gross contractor invoice plus VAT
Asbestos Testing		From £600.00
Health and Safety Reports		From £108.00
Water Risk (Legionella)		From £426.00
Firefighting/Alarms equipment annual test		From 150.00
Consultancy (viability assessments)		£TBA
Ad-Hoc Reporting		£TBA
Planned and Preventative Maintenance	EPC	Manager to arrange at the cost of the Client - From £114.00
	Property Gas Safety Certificate	Manager to arrange at all properties annually, at the cost of the Client- From £108.00
	Portable Appliance Tests (Where applicable)	Manager to arrange at all properties annually, at the cost of the Client- From £108.00
	EICR – Electrical Installation Condition Report	Manager to arrange at all properties annually, at the cost of the Client - From £150.00 inclusive
	Licencing/HMO	Ensure property complies with current property licensing legislation - £390.00 plus any reasonable expenses or disbursements

For Short Lets (Less than 6 months) – Full Management Service Only	(Non-Housing Act Tenancies Only)
31.2% inclusive of VAT (26% + VAT) of the total rent payable under the Tenancy or any continuation of it either as a fixed term or periodic whether or not the Agent is instructed to act on the Landlord's behalf. Payment of the whole 31.2% including VAT will be payable in advance and collected at the start of the Tenancy. Subject to a minimum of £1,500.00 inclusive of VAT (£1,250.00 +VAT)	

Introduction Only Fees

If during the Sole Agency period other agents are instructed, the commission rate will be increased by 20% including VAT of one month's rent.

Tenant Introduction Only Service	Outside M25 per Let £780.00 inclusive of VAT (£650.00 plus VAT) Inside M25 per Let £1.020.00 inclusive of VAT (£850.00 plus VAT) *Sole Agency
Inventory	£84.00 inclusive of VAT (£70.00 plus VAT) (1&2 bed) £144.00 inclusive of VAT (£120.00 plus VAT) (3 bed) £192.00 inclusive of VAT (£160 plus VAT) (4 bed)
Inspection Fee	£72.00 inclusive of VAT (£60.00 plus VAT)
Rent Review (all Tenancies) / Renewal Fee (Non-Housing Act Tenancies only) (**England)**	50% of Set Up
Periodic Rent Review **(Wales)**	50% of Set Up
Agreement Renewal Fee (**Wales)**	50% of Set Up
PEP and Sanctions Check Fee	£24.00 inclusive of VAT (£20.00 + VAT)
Provision of a Written Statement	£360.00 inclusive of VAT £300.00 + VAT) per tenancy
Check Out Fee	£108.00 inclusive of VAT (£90.00 plus VAT) (1&2 bed) £168.00 inclusive of VAT (£140.00 plus VAT) (3 bed) £216.00 inclusive of VAT (£180.00 plus VAT) (4 bed)

Standard/Additional Fees – applicable to all tenancies

Fees quoted below are inclusive of VAT unless otherwise stated

Notice Served on behalf of the Landlord	£120.00
Abortive Check In Fee	£120.00
Gas Safety Certificate	£36.00 plus the cost of the certificate
EICR (Electrical Installation Condition Report) Testing	£36.00 plus the cost of the certificate
EPC (Energy Performance Certificate)	From £114.00
Desktop MEES (Minimum Energy Efficiency Standards) Report	£57.60
LRG Contractor Panel/Refurbishment Projects	10% of contractor invoice
Key cutting	Invoice value plus £12.00 per set
Deposit Dispute Submission Fee	£120.00
Tax Provision of a comprehensive annual Income and Expenditure Report suitable for submission with a tax return Additional financial Information required	 £180.00 £60.00 per hour
Providing Financial Information to HMRC on behalf of UK Resident Landlord	£15.00 annual administration charge
Administer tax to HMRC for overseas Landlord	£15.00 annual administration charge
International payments	£30.00 per transaction