

Landlord Fees

Fully Managed	
New tenancy set-up fee	£400 + VAT (£480 Inc. VAT)
Monthly management fee	12% + VAT (14% Inc. VAT) of the monthly rent.
Rent Collection	
New tenancy set-up fee	£400 + VAT (£480 Inc. VAT)
Rent collection fee	10% + VAT (12% Inc. VAT) of the monthly rent
Let Only	
Let Only fee (Payable in advance)	7.5% + VAT (9% Inc. VAT) of the annual rent

Additional Services

Rent review & Section 13 notice	Starting from £120 + VAT (£144 Inc. VAT)
Inventory & schedule of condition.	Starting from £100 + VAT (£120 Inc. VAT)
Gas Safety Certificate	Starting from £85 Inc. VAT, with service £135 Inc. VAT
Electrical Installation Condition Report	Starting from £150 + VAT (£180 Inc. VAT)
Registering of the deposit	£40 + VAT (£48 Inc. VAT)
Additional Property Visits	£50 + VAT (£60 Inc. VAT)
Admin of non-residential landlord tax returns	£100 + VAT (£120 Inc. VAT)
Energy Performance Certificate	£100 + VAT (£120 Inc. VAT)
Taking over management mid-tenancy	£125 + VAT (£150 Inc. VAT)
Rent & Legal Protection	Starting from £18.00 + VAT (£22 Inc. VAT)
Admin fee for overseeing major works	£150 + VAT (£180 Inc. VAT)
Check-out Inspection and Report	£100 + VAT (£120 Inc. VAT)
Completion and serving of a Section 8 notice	£200 + VAT (£240 Inc. VAT)
Let only consultation fee	£50 + VAT (£60 Inc. VAT)
Let only deposit dispute fee	£100 + VAT (£120 Inc. VAT)

Services Included in our Lettings Options

	Fully Managed	Rent Collection	Let Only
Free property valuation and consultation to assess your requirements	✓	✓	✓
Marketing of the property including web advertising & 'To Let Board'	✓	✓	✓
Accompanied viewings to find the right tenant for your property	✓	✓	✓
Process tenant applications and references, keeping the landlord updated.	✓	✓	✓
Preparation and signing of legal documents including the tenancy agreement	✓	✓	✓
Arranging of the inventory, the completion of the report is an additional cost	✓	✓	✓
Overseeing the payment of the 1st months rent and deposit	✓	✓	✓
Protection of the deposit (additional charge for Let Only & Rent Collection)	✓	✓	✓
Informing utility companies and council of the change of occupier	✓	✓	✓
Collecting of subsequent rent payments and providing a monthly statement	✓	✓	
Arranging for agreed repairs, service charges or fees to be taken from the rent	✓		
Ability to have Rent & Legal Insurance via Edwards Estate Agents	✓		
To be kept fully updated with all legislation changes	✓		
To be the main point of contact for tenants enquiries or issues	✓		
Notify, agree and arrange any repairs using approved contractors	✓		
Bi-annual inspections including a report with photos	✓		
Discuss and agree rent reviews, tenancy extensions and tenancy renewals	✓		
Completion and serving of agreed legal paperwork (additional cost maybe added)	✓		
Prepare and service notices to tenants to regain possession of the property	✓		
Final end of tenancy inspection (additional cost maybe added)	✓		
Advising of any deposit deductions & liaising with tenants to reach an agreement	✓		
To complete all admin if the deposit is taken to dispute	✓		

Edwards use the TDS to protect deposits unless the landlord uses their own deposit protection scheme.

Edwards are members of the independent redress scheme provided by The Property Ombudsman.

We are a member of Client Money Protect - our membership number is CMP003755