



Management Fees and additional charges

We have calculated the following costs for which landlords will be liable for, *subject to change*

Management fees

Standard Management fee	10%
Short lets (less than 6 months)	15%
Let only	50% of the first month's full rent
Obtaining estimates	10% of cost of work over £250.00
Arranging and overseeing works over £500.00	10% of cost of works
Duplication and testing of extra keys	£25.00 per key
Issuing Notice of seeking possession	£100.00
Early termination fee	£250.00
Credit/referencing checks	£50 per tenant and Guarantor checks
Logging a deposit	£50 per property
Sanctions check	£20.00 per person checked
Oversee/arrange works at an empty property	20% of total invoice
Additional visits to a property in addition to inspections	£25 per hour
Arrange/ oversee compliance inspections: Gas safety inspections, Fire service, 5 Yearly electrical inspections, EPC, Fire risk assessments. PAT testing. Issue relevant paperwork to BANES for HMO purposes. Issue copies of certificates to tenants as applicable/ delivering, display at properties as applicable Printing, laminating, delivering, and displaying HMO licence at properties.	£25.00 per inspection per property
Manage sourcing/delivery/waiting time of white goods & furniture (inc mattresses) to a property	£50.00 per hour
Liaise with BANES regarding HMO criteria Including meeting with the Banes inspector at the property	£75.00 per property
Fill in and submit the HMO application on behalf of the landlord	£200.00 per application
Emergency out of hours contractor retainer	£8.00 pcm
Maintenance Arrangement fee	10% of total invoice received by J Aland lettings trusted contractors

All fees are subject to VAT.

(Deposits are limited to 5 weeks – please advise if you require a 5-week deposit, as the standard deposit is set at 1 month).

Additional services and costs

Inventories, check in and check out can be arranged, costs depend on the third-party companies used

Professional cleaning services can be arranged, costs depending on the third-party companies used

Gardening services

Variable depending on work required

All fees are subject to VAT and change as we are working with third party companies