

# Landlord Fees



## May 2022

SERVICE	FEE + VAT	TOTAL Inc VAT
<b>SET UP FEE</b> Includes agreeing the market rent and finding a tenant in accordance with the landlords guidelines. This involves marketing and advertising the property; erecting a board in accordance with Town and Country Planning Act 1990, then carrying out accompanied viewings as appropriate. It also includes providing notification of non-resident tax status and making an HMRC deduction. Also included is advising on refurbishment and providing guidance on compliance with statutory provisions and lettings consensus. This will include the cost of Tenant Referencing the applicant(s). The check will include credit status, current and previous employer, current or past landlord, and taking into account any other information to help assess the affordability criteria of the applicant(s). Depending on the outcome of the referencing, an applicant(s) earnings or overall financial position may require a Guarantor. The cost of referencing a Guarantor is included in the fee. Should there be a specific situation whereby you have consented to a permitted occupier, appropriate documentation to reflect this is included within this fee. We shall carry out Right to rent checks on the applicant(s) and any other adult occupier of the property at the commencement of the tenancy. We shall carry out further checks on adult occupants with time – limited Right To Rent or where you have instructed us to commence a Right to Rent check on a new adult occupier where there is a change in occupancy during the Tenancy.	£395+VAT for rents up to £1000 pcm	<b>£474</b>
	50% of 1 month's rent for rents in excess of £1000pcm	<b>60%</b>
<b>MONTHLY FEE</b> This is a monthly commission calculated as a percentage of the monthly rent, for collecting and remitting the monthly rent received, deducting commission and other works, and supplying monthly statements. When necessary it includes the pursuance of non-payment of rent and providing advice on rent arrears actions. It includes 6-monthly routine visits and the landlord is advised of the outcome. This fee covers advising all utility providers of any tenancy changes, arranging routine repairs and holding the keys during the tenancy.	14%	<b>16.8%</b>
<b>SECURITY DEPOSIT REGISTRATION FEE</b> All tenants' deposits must be registered – by law – with a Government authorised scheme. This fee is for registering the landlord and tenant details and protecting the security deposit; then providing the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of the start of the tenancy. The scheme used by Your Move is MyDeposits.	£70	<b>£84</b>
<b>INVENTORY FEE</b> It is important to have a thorough and detailed inventory which services a number of vital functions, including providing a catalogue of the let property, an unbiased record of its condition and any terms included in the tenancy. It forms part of the legally binding contract between the tenant and the landlord. Your move employs independent specialists to prepare inventories and as such the cost of the inventory is dependent upon the provider available in the locality of the property at the time required. The cost of the inventory varies dependent on the number of bedrooms and outbuildings the property has.	See separate schedule	
<b>RENEWAL FEE</b> If both parties agree that the tenant can stay for another term, this cost covers the contract negotiation, amending and updating the terms and arranging a further tenancy and agreement.	£120	<b>£144</b>
<b>CHECK OUT FEE</b> This fee covers agreeing with the tenant(s) a check out date and arranging an appointment; instructing the inventory provider to attend; negotiating with the landlord and tenant(s) any disbursement of the security deposit. To return the deposit to the agreed parties. Remit any disputed amount to Scheme for final adjudication. Unprotect the security deposit, instruct contractors, obtain quotes, organise repairs/replacement of items.	£120	<b>£144</b>
<b>ZERO DEPOSIT GUARANTEE.</b> Where you have agreed the tenant may purchase a ZDG (Zero Deposit Guarantee) in place of a Security Deposit, there will be a deposit processing fee.	£70	<b>£84</b>
<b>GAS SAFETY CERTIFICATE</b> The Gas Safety (Installation and Use) Regulations 1998 state that all new, let and managed properties must have a gas safety certificate to start the tenancy and must be tested annually for safety. Your Move appoints a Gas Safe Engineer to do this and this fee covers arranging access and retaining the certificate. It does not include the cost of the certificate.	£30	<b>£36</b>
<b>ADDITIONAL CONTRACTOR QUOTES</b> If more than 2 contractor quotes are required by the landlord for maintenance works, this fee is charged per additional quote required.	£25	<b>£30</b>
<b>ARRANGEMENT FEE FOR WORKS</b> A fee of 10%+VAT of the invoice is charged in respect of arranging the works and assessing costs with the contractor(s); for ensuring all works have been carried out in accordance with the specification of the works; processing payment and retaining any warranty or guarantee.	10%	<b>12%</b>

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SERVICE	FEE + VAT	TOTAL Inc VAT
QUARTERLY SUBMISSION OF NON-RESIDENT LANDLORDS TO HMRC	£25 Quarterly	£30 quarterly
ANNUAL 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 or HMRC. An annual submission is also required.	£50	£60
ADDITIONAL PROPERTY VISITS If a routine visit (over and above the two 6-monthly visits included in the monthly fee) is required – for example at the specific request of the landlord, or to resolve a neighbour dispute a fee is charged.	£50	£60
COURT ATTENDANCE In the unfortunate event where Your Move might need to represent you in court – for example at the specific request of the landlord, or to resolve a neighbour dispute a fee is charged.	£200 inc expenses	£240 inc expenses
WITHDRAWAL FEE <i>before the tenancy has started</i> – 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 on to the landlord.	Up to £83.33 + VAT Up to £100	
WITHDRAWAL FEE <i>after the tenancy has started</i> – when a landlord terminates an agreement and the tenant remains in the property. The fee includes notifying the relevant utility providers and advising the tenant of their security deposit status.	1 calendar month's rent + VAT	
DISPUTE FEE Post checkout if any proposed deductions in the security deposit are disputed by the tenant, this fee covers completing the relevant documentation to support the landlords' position.	£100	£120
SPECIFIC SITE VISIT When a landlord requests a specific visit in order to assess a maintenance requirement.	£50	£60
CONTRACTOR COMMISSION Your Move reserves the right to make a commission charge to any contractor instructed on behalf of the landlord up to 21.6% (18% +VAT) of the net cost of the work. This is invoiced directly to the contractor.	18%	21.6%
TAKE OVER MANAGEMENT FEE This fee is to be charged for take over management service from your current letting agent and will cover an AST check, a property visit, smoke alarm check and a new AST.	£300	£360
CHANGE OF SHARER Where there is a change of a sharer within the Property and we assist with the administration relating to the change of sharer	£300	£360
RENT REVIEW FEE	£25	£30
NON ROUTINE MANAGED SERVICES Where we are required to provide non-routine management services e.g. fire, flood, subsidence	£15 per hour incl. VAT	
The following services are optional:		
SMOKE/CARBON MONOXIDE ALARMS Arranging the installation of the smoke and carbon monoxide alarms.	£60	£72
SMOKE/CARBON MONOXIDE ALARMS Checking alarms are working on first day of tenancy.	£50	£60
EPC To instruct a certified engineer to carry out an Energy Performance Certificate	£110	£132
WATER AND BACERTIAL TESTING To book and carry out a water and bacteria test for your property	£120	£144
PAT TESTING Your Move To Instruct a certified engineer to carry out Portable Appliance Testing. It does not include the cost of the certificate	£20	£24
EICR Where we arrange the Electrical Installation Condition Report, this fee covers arranging access and retaining the certificate. It this does not include the cost of the certificate or any remedial work which may arise	£30	£36

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SERVICE	FEE	TOTAL Inc VAT
<b>SETUP FEE</b> Includes agreeing the market rent and finding a tenant in accordance with the landlords guidelines .This involves marketing and advertising the property; erecting a board in accordance with Town and Country Planning Act 1990, then carrying our accompanied viewings as appropriate. It also includes providing notification of non-resident tax status and making an HMRC deduction. Also included is advising on refurbishment and providing guidance on compliance with statutory provisions and lettings consensus This will include the cost of Tenant Referencing the applicant(s). The check will include credit status, current and previous employer, current or past landlord, and taking into account any other information to help assess the affordability criteria of the applicant(s). Depending on the outcome of the referencing, an applicant(s) earnings or overall financial position may require a Guarantor. The cost of referencing a Guarantor is included in the fee. Should there be a specific situation whereby you have consented to a permitted occupier, appropriate documentation to reflect this is included within this fee. We shall carry out Right to rent checks on the applicant(s) and any other adult occupier of the property at the commencement of the tenancy.	£395+VAT for rents up to £1000 pcm  50% of 1 month's rent for rents in excess of £1000pcm	<b>£474</b>  <b>60%</b>
<b>MONTHLY MANAGEMENT FEE</b> This is a monthly commission calculated as a percentage of the monthly rent, for collecting and remitting the monthly rent received, deducting commission and in other works and supplying monthly statements. When necessary it includes the pursuance of non-payment of rent and providing advice on rent arrears actions.	12%	<b>14.4%</b>
<b>The following services are optional and as described for the Fully Managed Service (unless otherwise stated)</b>		
<b>INVENTORY FEE</b>	See Separate schedule	
<b>SECURITY DEPOSIT REGISTRATION FEE</b>	£70	<b>£84</b>
<b>CHECK OUT FEE</b> The checkout fee covers agreeing with the tenant(s) a check out date and arranging an appointment; instructing the inventory provider to attend; negotiating with the landlord and tenant(s) any disbursement of the security deposit. To return the deposit to the agreed parties. Remit any disputed amount to Scheme for final adjudication. Unprotect the security deposit.	£120	<b>£144</b>
<b>GAS SAFETY CERTIFICATE</b>	£30	<b>£36</b>
<b>RENEWAL FEE</b>	£120	<b>£144</b>
<b>RENT REVIEW FEE</b>	£25	<b>£30</b>
<b>QUARTERLY SUBMISSION OF NON-RESIDENT LANDLORDS TO HMRC</b>	£25 quarterly	<b>£30 Quarterly</b>
<b>ANNUAL SUBMISSION OF NON-RESIDENT LANDLORDS TO HMRC</b>	£50	<b>£60</b>
<b>SMOKE/CARBON MONOXIDE ALARMS</b> Arranging the installation of the smoke and carbon monoxide alarms.	£60	<b>£72</b>
<b>SMOKE/CARBON MONOXIDE ALARMS</b> Checking alarms are working on the first day of tenancy.	£50	<b>£60</b>
<b>EPC</b>	£110	<b>£132</b>
<b>ADDITIONAL RIGHT TO RENT CHECK</b> Further Right to Rent checks service payable when a repeat check is required during each tenancy for occupants with Time Limited Right to Rent or where you have instructed us to commence a Right to Rent check on a new adult occupier when there is a change in occupancy during the tenancy (the fee remains unchanged)	£50	<b>£60</b>
<b>Change of Occupancy Right to Rent checks.</b> We shall only commence right to rent checks on any new adult occupier where you instruct us to do so. We shall commence such checks promptly following receipt of their details. You agree to pay us the Right to Rent fee.	£50	<b>£60</b>
<b>WATER AND BACERTIAL TESTING</b>	£120	<b>£144</b>

# Landlord Fees



SERVICE	FEE	TOTAL Inc VAT
<b>PAT TESTING</b>	£20	<b>£24</b>
<b>EICR</b> Where we arrange the Electrical Installation Condition Report, this fee covers arranging access and retaining the certificate. It this does not include the cost of the certificate or any remedial work which may arise	£30	<b>£36</b>
<b>DISPUTE FEE</b>	£100	<b>£120</b>
<b>COURT ATTENDANCE</b>	£200 inc expenses	<b>£240 inc expenses</b>
<b>TAKE OVER RENT COLLECT SERVICE</b> This fee is to be charged for a takeover of a Tenancy and Rent Collection service only from your current letting agent and will cover an AST check and arranging the change in rent payment collection with the tenant, including setting up a new payment, liaising with the letting agent over the transfer of the security deposit and any outstanding rent.	£300	<b>£360</b>
<b>CHANGE OF SHARER</b> Where there is a change of a sharer within the Property and we assist with the administration relating to the change of sharer	£300	<b>£360</b>
<b>ZERO DEPOSIT GUARANTEE.</b> Where you have agreed the tenant may purchase a ZDG (Zero Deposit Guarantee) in place of a Security Deposit, there will be a deposit processing fee.	£70	<b>£84</b>

# Landlord Fees



SETUP FEE DEPENDS ON MONTHLY RENT							
RENT PER CALENDAR MONTH	£300	£450	£600	£800	£1,000	£1,200	£1,400
SET UP FEE	£720	£720	£720	£960	£1,200	£1,440	£1,680
The setup fee includes agreeing the market rent and finding a tenant in accordance with the landlord’s guidelines. This involves marketing and advertising the property, erecting a board, carrying out accompanied viewings as appropriate. It also includes providing notification of non-resident tax status and making an HMRC deduction as well as providing the tenant with an NRL8 (if applicable). Your Move collects and remits the first month’s rent received, deducting commission and other works and supplies a statement. This fee covers advising all utility providers of any tenancy changes. This will include the cost of Tenant Referencing the applicant(s). The check will include credit status, current or previous employer, current or past landlord and taking into account any other information to help assess the affordability criteria of the applicant(s). Depending on the outcome of the referencing, applicant(s) earnings of overall financial position may require a Guarantor. The cost of referencing a Guarantor is included in the fee. Should there be a specific situation whereby you have consented to a permitted occupier, appropriate documentation to reflect this is included within the fee.							
The following services are optional and as described for the Fully Managed Service (unless otherwise stated)							
SERVICE					FEE	TOTAL inc VAT	
INVENTORY FEE					See separate schedule		
SECURITY DEPOSIT REGISTRATION FEE					£70	£84	
CHECKOUT FEE The checkout fee covers agreeing with the tenant(s) a check out date and arranging an appointment, instructing the inventory provider to attend, negotiating with the landlord and tenant(s) any disbursement of the security deposit. To return the deposit to the agreed parties. Remit any disputed amount to Scheme for final adjudication.					£120	£144	
GAS SAFETY CERTIFICATE					£30	£36	
RENEWAL FEE					£120	£144	
RENT REVIEW FEE					£25	£30	
QUARTERLY SUBMISSION ON NON-RESIDENT LANDLORDS TO HMRC					£25	£30	
ANNUAL SUBMISSION ON NON-RESIDENT LANDLORDS TO HMRC					£50	£60	
EPC					£110	£132	
WATER AND BACTERIAL TESTING					£120	£144	
PAT TESTING					£20	£24	
EICR Where we arrange the Electrical Installation Condition Report, this fee covers arranging access and retaining the certificate. It this does not include the cost of the certificate or any remedial work which may arise					£30	£36	
DISPUTE FEE					£100	£120	
COURT ATTENDANCE					£200 inc expenses	£240 inc expenses	
SMOKE/CARBON MONOXIDE ALARMS Arranging the installation of the smoke and carbon monoxide alarms.					£60	£72	
SMOKE/CARBON MONOXIDE ALARMS Checking alarms are working on the first day of tenancy.					£50	£60	
CHANGE OF SHARER Where there is a change of a sharer within the Property and we assist with the administration relating to the change of sharer					£300	£360	
ZERO DEPOSIT GUARANTEE. Where you have agreed the tenant may purchase a ZDG (Zero Deposit Guarantee) in place of a Security Deposit, there will be a deposit processing fee.					£70	£84	

## Landlord Fees



May 2022

Unfurnished Properties	FEE + VAT	TOTAL Inc VAT
Studio	£110	£132
1 bedroom	£130	£156
2 bedrooms	£150	£180
3 bedrooms	£170	£204
4 bedrooms	£190	£228
5+ bedrooms	£210	£252
Furnished Properties	FEE + VAT	TOTAL Inc VAT
Studio	£120	£144
1 bedroom	£140	£168
2 bedrooms	£160	£192
3 bedrooms	£180	£216
4 bedrooms	£200	£240
5+ bedrooms	£220	£264