

CARVELS LETTINGS SCHEDULE OF FEES

SCHEDULE OF CHARGES

<p>FULL MANAGEMENT SERVICE:</p> <p>10% + VAT (charged monthly from the gross rent)</p>	<ul style="list-style-type: none"> • Check in/check out tenant (including handling the deposit refund) • Contacting utility providers in between ingoing & outgoing tenancy • Arrange for a professionally, photographic inventory to be carried out (additional fee apply – see prices attached in the landlord’s pack) • Monthly collection of rent & Landlord statements • Regular internal inspections throughout tenancy with report to owner • Dedicated Account Manager to deal with tenant enquiries • Managing property maintenance • Provision of a 24-hours/7days a week emergency maintenance department • Annual rent reviews
<p>ADDITIONAL FEES:</p>	
<p>New residential tenancy set up fee to include a guarantor agreement where applicable – deducted from the 1st months’ rent.</p>	<p>£300 + VAT</p>
<p>Renewal of residential tenancy agreement after the initial fixed period.</p>	<p>£80 + VAT</p>
<p>New student tenancy set up fee to include a guarantor agreement where applicable – deducted from the rent once the new tenancy agreement has been signed.</p>	<p>£100 + VAT</p>
<p>Student renewal fee – deducted from the rent after they have signed a new contract</p>	<p>£25 + VAT per student</p>
<p>Preparing & Serving Section 21 notice</p>	<p>£60 + VAT</p>

Cutting of keys	Cost of invoice + £20 + VAT
Tax administration charges for non-UK residents – charged quarterly	£25 + VAT
Dispute fee – if any proposed deductions of the security deposit are disputed by the tenant, this fee covers compiling the relevant documentation to support the landlord’s position	£60 + VAT
<p>LET ONLY SERVICE:</p> <p>1st months’ rent (including VAT). Minimum of £500 + VAT</p>	<ul style="list-style-type: none"> • Market Appraisal • Advertising property • Accompanied viewings and interview of prospective tenants • Tenant referencing and credit checks • Preparation of legal documents • Arranging safety inspections (if required – see additional fees) • Collection of first month’s rent & damage deposit • Check in tenant • Read meters
ADDITIONAL FEES:	
Gas safety certificate	Cost of invoice + £20 + VAT
Energy performance certificate	Cost of invoice + £20 + VAT
Electrical safety check	Cost of invoice + £20 + VAT
Cutting of keys	Cost of invoice + £20 + VAT
Property Inspections	£60 + VAT
Deposit protection fee – protecting the security deposit with the DPS within 30 days of the start of the tenancy	£20 + VAT
Check out fee	£60 + VAT