

Landlord Fees

IN ORDER TO COMPLY WITH THE CONSUMER RIGHTS ACT 2015 C.15 PART 3 CHAPTER 3 SINCLAIR HAMMELTON HEREWITH CONFIRM THAT THE FOLLOWING FEES MAY BE APPLICABLE TO A LANDLORD WHEN SINCLAIR HAMMELTON ARE ACTING AS AGENT IN THE LETTING OF A PROPERTY:

Fees: Unless otherwise agreed in writing, the following Standard Letting and Management Fees will apply to all tenancies

Special Offer fees

These apply to **“full management”** where the property is offered through Sinclair Hammelton for a minimum period of Eighteen months on our standard terms and full Rent Guarantee. If these conditions are broken Sinclair Hammelton reserve the right to recharge the landlord based on our standard fees plus rent guarantee discount.

Month 1- 5% x six months rent plus

Rent Guarantee: Nil charge 6 months

Month 7 -10% x 12 months rent + 5% x one months rent. Rent Guarantee 3.75% x 12 months' rent.

Months 8-18 – 5% per month

Month 19 – As per our standard terms i.e. 12% x Annual rent + 3% per month plus Rent Guarantee renewal at 3.75% of annual rent.

All the above fees attract vat at the prevailing rate as appropriate. A quote including vat can be provided on request.

Letting and rent collection Fee.

Our fee of 12% + vat of the yearly rent is payable in advance and on each anniversary where a tenant introduced by Sinclair Hammelton occupies the property or any other property owned by the Landlord and is non refundable. Should the tenant(s) leave within the chargeable year, Sinclair Hammelton will endeavour to find a new tenant(s) without further charge to the Landlord (other than any partial fee applying to any increased rent, or admin charges). Landlords will receive a fee credit for any void period experienced provided the property remains with Sinclair Hammelton. Where Sinclair Hammelton do not collect the rent, an invoice will be raised for fees due and payment is due within 7 days of that invoice. Interest and charges may apply for late payment.

Property Management; an additional 3% + vat of the gross rental due, payable monthly in advance.

Surcharge, a monthly (or annual equivalent) of £30 + vat (or £36 discounted rent) will cover changing legislation and regulations.

“Full Management” is taken to mean all the above services

Potential Additional fees/costs

Preparation of Tenancy Agreement, or checking and arranging signature of the Landlord's own Agreement at beginning of tenancy, including tenant's references: £205.00 inc vat.

Inventory and Schedule of Condition (all prices below are inclusive of vat) **will be carried out by Sinclair Hammelton :**

Unfurnished Properties 0-2 Bedrooms	£215.00
Unfurnished Properties 3-4 Bedrooms	£260.00
Unfurnished Properties 5+ Bedrooms (POA)	£330.00 minimum
Digital Check In	£105.00
Accompanied Check In	£105.00
Furnished Properties 0-2 Bedrooms	£225.00
Furnished Properties 3-4 Bedrooms	£300.00
Furnished Properties 5+ Bedrooms (POA)	£400.00 minimum
Additional Rooms EACH	£65.00
Out Inventory	£195.00
Updated Inventory (extra to Contract)	£105.00
Inspections (extra to Contract)	£105.00

Administration charge for Annual Tenancy Agreement renewals, whether fixed or periodic £230.00 inc vat. Pre-Tenancy Referencing at £100.00 inc vat per reference. Company tenancy referencing at £200.00 inc vat each plus search of Directors and Signatories as per referencing requirements. How to Rent checks of occupiers on Company lets at £55.00 inc. vat per person.

Rent Guarantee: Rent discount of 3.75% of 12 months' rent deducted annually in advance. Terms and conditions on request.

Gas Safety, EPC, Smoke and CO Test and other statutory requirements will be carried out and charged to the Landlord at Sinclair Hammelton's standard rate prevailing at the time, POA.

Other Appropriate charges: Charges may include, but are not limited to; insurance claims, redirecting mail, supervision major renovations, overseas telephone calls/ faxes, tax service and dealing with Statutory and Lenders Notices. Registering Deposit £60.00 inc vat.

Rent Reviews: Where Sinclair Hammelton may at its discretion carry out our rent reviews on the landlord's behalf. Where this results in an increased rent, an additional charge equal to one month's increase plus vat with a minimum £72.00 inc vat. Utilities management, Licensing Application or Management – fees may apply, upon application.

Charges may be levied for any work required in evicting tenants or pursuing arrears of rent in Court where the landlord has not chosen the fully managed service (POA). These may be able to be claimed from the tenant.

Charges may be levied for any work required in evicting tenants or pursuing arrears of rent in Court (POA). These can usually be claimed back from the tenant at the end of the tenancy. Please request a Guide to Possession. For Fully Managed properties, Service of Notice, checking if tenant at property, visits to property for court or bailiff are all included in service.

For Rent Collection only service, we may charge for issuing notice; £60 + vat (£72 inc vat) , property visits to establish if tenant is still in possession £60 + vat (£72 inc vat), or other charges as may be appropriate depending on the circumstances. Repairs managed by Sinclair Hammelton for non-managed properties will be charged at 10% + vat of cost or as is reasonable.

Negotiating with the landlord and sub tenant for any claims on the deposit or ZDO may be charged at £180 inc vat at Sinclair Hammelton's discretion.

Sinclair Hammelton are not able to charge the tenant for this service.

All charges are subject to review at the discretion of Sinclair Hammelton and may be increased on one month's written notice. All fees will be collected from the rent as they become due and a statement sent.

Client Money Protection is provided by Safeagent – 01242 581712 – <https://safeagents.co.uk/>

Client Redress Scheme is provided by The Property Ombudsman – 01722 333306 –

<https://www.tpos.co.uk/>

Sinclair Hammelton are members of The Deposit Protection Scheme (DPS) – 0330 303 0030 -

<https://www.depositprotection.com/> and Tenancy Deposit Scheme (TDS) - 0300 037 1000 -

<https://www.tenancydepositscheme.com/>