

OUR SERVICES

Full Management £550+vat (£660 inc VAT) - the most cost effective and secure way to let your property

The ultimate service to minimise your stress as a landlord. We look after everything for you to keep you a step ahead of legislation and lower the risk of legislation omission, rent defaults and damage to property. We ensure the smooth running of the tenancy including implementing annual increases and dealing with utilities during the void periods. We inspect the property every 3 to 4 months and deal with all issues other than structural.

Number of properties in portfolio	Management fee exc. VAT	Management Fee inc. VAT
1	11.5%	13.8%
2-4	10.5%	12.6%
5-9	9.5%	11.4%
10+	8.5%	10.2%

Letting Only - £550+vat (£660 inc VAT) - for the professional landlord that has full knowledge of legislation

The service to utilise to advertise and secure a tenant up to the point of occupancy, the landlord then takes management of the tenancy in full.

SERVICES	Full Management	Letting Only
Free market appraisal	YES	YES
To Let board	YES	YES
Property detail inc. photos and brochure	YES	YES
Advertising on major portal(s)	YES	YES
Accompanied viewings	YES	YES
Move in process with tenant	YES	YES
Collection of first months' rent	YES	YES
Collection of deposit	YES	YES
Collection of subsequent months' rent	YES	NO
Issuing required documents	YES	YES
Registration of deposit	YES	YES

Issuing Prescribed information relating to the deposit	YES	YES
Deposit return (subject to no deductions)	YES	YES
Deposit single claim process in the event of dispute	YES	NO
Referencing	YES	Optional extra
Inventory (with photos and dates and in line with DPS suggestions)	YES	Optional extra
Regular property inspections	YES	NO
Pre Move out inspections	YES	NO
Move out process	YES	NO
Renewal tenancy agreement (to fix tenancy term)	Optional extra	Optional extra
Inform Utility Companies at commencement of tenancy	YES	NO
Implement annual rent increases	YES	NO
Inform Utilities at end of tenancy	YES	NO
Deal with void period bills when presented (ie utility bills)	YES	NO
Process and pay from rents mid-tenancy invoices	YES	NO
Arrange certifications; GSC, EIC, LRA, PAT, EPC	YES	Optional extra
Check smoke alarms and CO monitors	YES	NO
Deal with day to day repairs (liaise with contractors and landlords)	YES	NO
Deal with complaints	YES	NO
Additional inspections in event of emergency	YES*	NO
Deal with out of hours emergencies	YES*	NO
Produce monthly statement of account to LL	YES	NO
Advice and mediation	YES	NO
Annual non-resident landlord returns	Optional extra	NO
Annual statement summaries (on request) to assists with self-assessment returns	Optional extra	NO

* Out of hours means 5pm to 10pm only Monday to Friday and 9am to 3pm on Sat and Sundays. This does not include Bank holidays and therefore 'other works' charges will be chargeable on bank holidays and out of the hours stated here.

Price List 2024	Price exc VAT	Price Inc of VAT - Calc at 20%	Included in FM	Included in LO
FM = Full Management Service				
LO = Letting Only Service				
Letting Fee (includes advertising on portals, viewings, certification arrangements*etc) Payable each 'new' let excluding renewal tenancies.	£550.00	£660.00	No	No
Issuing Required documents in line with the deregulation act 2015	£15.00	£18.00	Yes	Yes
Conducting Right to Rent Online services checks for new tenancies and renewal tenancies	£30.00	£36.00	Yes	No
Registration of deposit to deposit scheme	£15.00	£18.00	Yes	Yes
Issuing Prescribed information to tenants after move in	£5.00	£6.00	Yes	Yes
Transfer of deposit to LL own scheme in the event of a single claim at end of tenancy (See agency agreement)	£15.00	£18.00	n/a	No
Referencing in accordance with Stuarts referencing criteria (still chargeable if LL withdraws from tenancy go ahead) - Charge per person	£55.00	£66.00	Yes	No
Full Inventory with dated photos	£225.00	£270.00	Yes	No
Property Inspection including report to landlord	£90.00	£108.00	Yes	No
Conducting the Move out process	£225.00	£270.00	Yes	Service withdrawn
Renewal tenancy agreement (to fix tenancy term)	£110.00	£132.00	No	No
Tenancy Renewal to Periodic (re-issuing all documents to tenants etc)	£45.00	£54.00	Yes	No
Early Release Fee	£550.00	£660.00	Tenant to pay	Tenant to pay
Mid Term tenancy change fee	£195.00	£234.00	No	No

Implementing Annual Rent Increase	£65.00	£78.00	Yes	No
Issuing Copy Tenancy agreements	£35.00	£42.00	Yes	No
Arranging certifications (price per certification)	£25.00	£30.00	Yes	No
Arranging works - general property maintenance	£25.00	£30.00	Yes	No
Monthly Caretaking fee -ideal for long term vacant periods	£130.00	£156.00	No	No
Additional inspections in event of emergency**	£65.00	£78.00	Yes**	No
Advice and Mediation	on application			
Annual Fee - Residential landlord returns (ie if tax deducted at source at agency)	£75.00	£90.00	No	n/a
Annual Statement Summaries (to assist with your annual self assessment returns)	£18.00	£21.60	No	No
Letting fee with no advertising and no viewings conducted	£350.00	£420.00	No	No
LO Deposit disputes:- Preparation of copy tenancy agreement, evidence of documents issued including archived items	£250.00	£300.00	n/a	No
Daily fee to attend court to support landlord	£600.00	£720.00	No	n/a
Issuing Form 6a notice for possession	£150.00	£180.00	Yes	No
Withdrawal of property from advertising if uploaded to Rightmove	£200.00	£240.00	No	No
If advertised with other agency without consent for dual agency in writing (plus immediate removal)	£200.00	£240.00	No	No
Stuarts Maintenance Operative call out fee - First Hour	£65.00	£78.00	No	No
Stuarts Maintenance Operative subsequent hours work	£50.00	£60.00	No	No
Stuarts Maintenance day rate	£210.00	£252.00	No	No
Hourly Fee for 'other work' not stated under terms of business - for example but not limited to out of hours, bank holiday emergencies, assistance to solicitors when gaining possession through court if applicable.	£90.00	£108.00	No	No

** Out of hours means 5pm to 10pm only Mon-Fri and 9am to 3pm on Sat and Sun. This does not include bank holidays and therefore 'other work' charges will be chargeable on bank holidays and our of the hours stated here

** Structural property issues are not deemed as general property management

Guidance Prices for certifications
(subject to contractor prices so may vary)

Gas Safety Certificate (GSC) - Statutory	Between £70 and £90	Between £90 and £108	No	No
Gas Safety Certificate including boiler service (recommended to evidence duty of care)	Between £110 and £130	Between £132 and £156	No	No
Electrical installation certificate (EIC) - Statutory	Between £120 and £160	Between £144 and £192	No	No
Energy Performance Certificate (EPC) - Statutory	Between £75 and £100	Between £90 and £120	No	No
Legionella Risk Assessment (LRA) - Statutory	£76.00	£91.20	No	No
Portable Appliance Test (PAT) - Duty of care	£55.00	£66.00	No	No
Supply of Smoke Alarms	£12.50	£15.00	No	No
Supply of CO monitors	£22.50	£27.00	No	No
Installation of monitor (1-10 monitors)	£30.00	£36.00	No	No