

# FEES TO: LANDLORDS



Landlords Set Up Fee (Property Valuation, Tenant find service, registering deposit, accompanied viewings, inventory /schedule of conditions)	£250 + VAT (£300 inc VAT)
Management Fee (3 Services Offered)	
Let Only	Min fee of £350 + VAT (£420 inc VAT)
Standard Management	10% + VAT
Management Plus	12.5% + VAT

## DOCUMENTATION

Assured Shorthold Tenancy Agreement	Inc in management fee
Renewals of Tenancy Agreement	£50.00 + VAT (£60 inc VAT)
Serve a section 8 or 21 notice to quit	£100.00 + VAT (£120 inc VAT)
Serve a section 13 notice of rent increase	£50.00 + VAT (£60 inc VAT)

## INVENTORIES & CHECKOUTS

Prepared in format approved by Andrew Louis (managed only)	Inc in set up & re-let fee
Amendment/alteration/addition	Inc in set up & re-let fee

## TAX RETURNS FOR OVERSEAS LANDLORDS

Annual Return	£91.67 + VAT (£110 inc VAT)
Quarterly returns (Non-exempt landlords only)	£60 + VAT (£72 inc VAT)

## REPAIRS & MAINTENANCE

Obtaining a maximum of two estimates	Inc in management fee
Administration of all works	10% + VAT (12% inc VAT)
To arrange removal/replacement of any of the contents, fixtures or fittings	£41.67 + VAT (£50 inc VAT)
To arrange works upon an insurers instructions in any insurance claim	10% + VAT (12% inc VAT)



**Andrew Louis Estate Agents Limited**  
is an NALS Licensed Member

**Client Money Protection**  
(CMP) provided by NALS



**Independent Redress**  
provided by: TPOs



**IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF THE ANDREW LOUIS TEAM ALL FEES AS QUOTED ABOVE ARE INCLUSIVE OF VAT**



## INSURANCE CLAIMS

Where claim total exceeds £350

10% + VAT (12% inc VAT)

## RE-LETTING FEES

Marketing of property, inventory/schedule of condition,  
Accompanied viewings, Registering deposit with TDS

£200.00 + VAT (£240 inc VAT)

## REPOSSESSION AND SMALL CLAIMS COSTS

To administer, issue and serve a county court claim form for  
Repossession of property and rent arrears (does not include court costs)

£125.00 + VAT (£150 inc VAT)

## COURT AND TRIBUNALS

Appearances before the Rent Officer, Rent Assessment Committee,  
County Court or any other Court or Tribunal.(Only Agents representatives).

£66.67 + VAT (£80 inc VAT)

## INTERIM INSPECTIONS

Six monthly inspection report

£41.67 + VAT (£50 inc VAT)  
(FREE for Management PLUS)

## EMPTYCARE SERVICE, UTILITIES & COUNCIL TAX

Applicable for vacant period only

£41.67 + VAT (£50 inc VAT)  
(FREE for Management PLUS)

## INSPECTIONS & CERTIFICATION FEES

Provision for a Landlord Gas Safety Certificate  
Provision for NICEIC certificate  
Provision for a EPC certificate  
Provision for two standard smoke alarms

£85.00 + VAT (£102 inc VAT)  
£120.00 + VAT (£144 inc VAT)  
£85.00 + VAT (£102 inc VAT)  
£41.67 + VAT (£50 inc VAT)

*(Please note that the above charges do not include the cost of any additional works, repairs or replacements)*

## LANDLORD LICENSING SCHEME

Application for mandatory licensing with the Local Authority  
*(The fee does not include the landlord license fee)*

£41.67 + VAT (£50 inc VAT)

**IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF THE ANDREW LOUIS TEAM ALL FEES  
AS QUOTED ABOVE ARE INCLUSIVE OF VAT**



**Andrew Louis Estate Agents Limited  
is an NALS Licensed Member**

**Client Money Protection  
(CMP) provided by NALS**



**Independent Redress  
provided by:TPOs**

