



Collingham's Lettings Limited
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Lettings Service	Management Service and Lettings Service
8% + VAT	12% + VAT
<p>Our lettings service is made up of the following:</p> <ul style="list-style-type: none"> • Valuation of property • Professional photography • Marketing of property in-house and on third party portals • Conducting viewings • Referencing tenants • Drawing up contracts • Deposit registration and protection of deposit with the DPS • Regular Landlord updates • Fee's deducted off first month's rent 	<p>Our management service is made up of the following:</p> <ul style="list-style-type: none"> • Our full lettings service • Collection of rent • Check-In inventory • Mid-tenancy inspection • Checkout inventory • Arranging property repairs • Arranging general maintenance • Fees deducted on a monthly basis
Standard Fees	
Lettings Only	8% VAT
Renewals on 1 st year onwards	7% VAT
Property Management	12% + VAT
Tenant / Guarantor referencing	£35 + VAT per person
Tenancy Agreement only service	£200 + VAT
Sales sole agent	1.5% + VAT
Sales multi agent	3% + VAT
Other Fees	
Inventory Check-In 0-3 beds	From £90 + VAT
Inventories +4 beds	From £150 + VAT
Mid-term property inspection	From £90 + VAT
Portable appliance test (PAT)	From £100 + VAT
EICR (Electrical Installation Certificate Report)	From £125 + VAT
Energy performance certificate (EPC)	From £100 + VAT
Gas safety certificate	From £100 + VAT
Deposit protection registration	Free
Section 21	£100 + VAT
Annual statement of accounts	£150 + VAT
Full conveyancing service	Please request
Maintenance works over £1000	10% + VAT of invoice total

