



Scale of Charges

| <i>Service Levels</i> | <i>Exclusive of VAT</i> | <i>Inclusive of VAT</i> |
|---|--|--|
| Full management | 13% of the gross rent deducted monthly for a minimum period of 6 months. | 15.6% of the gross rent deducted monthly for a minimum period of 6 months. |
| Rent collection and compliance support | 10% of the gross rent deducted monthly for a minimum of 6 months. | 12% of the gross rent deducted monthly for a minimum of 6 months. |
| Let only | 65% of the gross rent deducted from the first month's rent. | 78% of the gross rent deducted from the first month's rent. |
| Compliance support only | £150 paid annually. | £180 paid annually. |

If you are interested in taking out rent guarantee, please let us know and we would be happy to put you in touch with of our partners at Let Alliance.

| <i>Set up charges</i> | <i>Exclusive of VAT</i> | <i>Inclusive of VAT</i> |
|---|---|---|
| Set up fee | £250 <i>(This includes photography, floor plan and all marketing of your property alongside accompanied viewings.)</i> | £300 <i>(This includes photography, floor plan and all marketing of your property alongside accompanied viewings.)</i> |
| Relet set up fee | £125 <i>(This includes marketing of your property alongside accompanied viewings but does not include photography.)</i> | £150 <i>(This includes marketing of your property alongside accompanied viewings but does not include photography.)</i> |
| Referencing fee | £60 per person | £72 per person |
| Tenancy agreement fee | £150 | £180 |
| Relet tenancy agreement fee | £75 | £90 |
| Deposit registration fee | £35 | £42 |
| Inventory/ schedule of condition and check in report | At cost <i>(dependent on size)</i> | At cost <i>(dependent on size)</i> |

| <i>Additional charges</i> | <i>Exclusive of VAT</i> | <i>Inclusive of VAT</i> |
|---|------------------------------------|------------------------------------|
| Annual rent review including section 13 notice | £120 | £144 |
| Section 3 notice <i>(change of landlord)</i> | £50 | £60 |
| Section 48 notice <i>(changed of landlord address)</i> | £50 | £60 |
| Notice to quit <i>(non-housing act tenancies only)</i> | £120 | £144 |
| Check out report | At cost <i>(dependent on size)</i> | At cost <i>(dependent on size)</i> |

| | | |
|---|---|---|
| Renewal tenancy including rent review <i>(non-housing act tenancies only)</i> | £100 | £120 |
| Addendum to tenancy agreement fee | £50 | £60 |
| Deposit adjudication charge | £120 <i>(for preparation of all tenancy deposit disputes that go to the dispute service regardless of outcome .)</i> | £144 <i>(for preparation of all tenancy deposit disputes that go to the dispute service regardless of outcome .)</i> |
| Void period maintenance fee | 15% of total contractor invoices <i>(for all renovation works carried out during a void period)</i> | 18% of total contractor invoices <i>(for all renovation works carried out during a void period)</i> |
| Aborted tenancy charge | £200 plus cost of referencing <i>(when a landlord withdraws from a tenancy when Spencers have found a ready and willing tenant)</i> | £240 plus cost of referencing <i>(when a landlord withdraws from a tenancy when Spencers have found a ready and willing tenant)</i> |
| Property visit (non-managed) | £50 <i>(per visit)</i> | £60 <i>(per visit)</i> |
| Professional hourly rate | £50 <i>(when required to carry out any additional services)</i> | £60 <i>(when required to carry out any additional services)</i> |
| Court attendance fee | £200 per day | £240 per day |
| Market Rent Assessment <i>(for properties where the landlord plans to issue a Section 13 notice and needs the agent to attend to assess a rent increase)</i> | £100 | £120 |
| Sale Price | 1% charge of sale price should the tenant purchase the property from the landlord | 1.2% charge of sale price should the tenant purchase the property from the landlord |

| <i>Overseas landlords only (where there is no NRL approval)</i> | <i>Exclusive of VAT</i> | <i>Inclusive of VAT</i> |
|---|-------------------------|-------------------------|
| Quarterly HMRC return | £125 | £150 |
| Annual HMRC return | £125 | £150 |