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**CLIENT MONEY PROTECTION
 (CMP) PROVIDED BY: ARLA**



**INDEPENDENT REDRESS
 PROVIDED BY: TPOs**



FEES TO: LANDLORDS

www.rpmletting.co.uk

LEVEL OF SERVICE OFFERED:

Let Only	Let & Rent Collection	Let & Fully Managed
<p>INCLUDES:</p> <ul style="list-style-type: none"> • Agree the market rent & find a tenant in accordance with the landlord guidelines • Advise on refurbishment • Provide guidance on compliance with statutory provisions & letting consents • Market the property including uploads to web portals • Carry out accompanied viewings (as appropriate) • Erect 'To Let' board in accordance with Town & Country Planning Act 1990 • Advise on non-resident tax status & HMRC (if relevant) • Prepare the tenancy agreement • Prepare a detailed inventory • Collect initial months' rent • Collect tenancy deposit (if required) • Provide tenant with method of payment • Make any HMRC deduction and provide tenant with the NRL8 (if relevant) • Transfer utility & Council Tax accounts to the tenant <p>Fees: One-off letting fee of 12% (inc. VAT) of rent reserved under the agreement</p>	<p>INCLUDES: All services as stated in 'Let Only' plus</p> <ul style="list-style-type: none"> • Collect and remit the rent each month • Deduct commission and other works • Pursue non-payment of rent and provide advice on rent arrears actions • Make any HMRC deduction and provide tenant with the NRL8 (if relevant) <p>Fees: Monthly collection fee of 7% (inc VAT) of the rent</p>	<p>INCLUDES: All services stated in 'Let Only' plus</p> <ul style="list-style-type: none"> • Collect and remit the rent each month • Pursue non-payment of rent and provide advice on rent arrears actions • Deal with general tenancy queries & provide advice to landlord & tenant • Deduct commission and other works • Undertake an inspection visit during the initial six month term & thereafter inspect during maintenance visits • Arrange routine repairs and instruct approved contractors • Hold keys throughout the tenancy term • Make any HMRC deduction and provide tenant with the NRL8 (if relevant) <p>Fees: Set-up fee of £120 (inc VAT) plus monthly management fee of 12% (inc VAT) of the rent</p>

ADDITIONAL NON-OPTIONAL FEES AND CHARGES (IRRESPECTIVE OF LEVEL OF SERVICE):

Deposit Registration Fee (if relevant):	£18 (inc VAT)
Additional property visits:	£30 (inc VAT)
Submission of non-resident landlords tax to HMRC:	£30 (inc VAT) quarterly
Arrangement Fee for works or refurbishments over £500:	5% of net cost
Obtaining more than two contractors quotes:	£30 (inc VAT) per quote
Rent Review Fee:	£30 (inc VAT)
Court Attendance:	£60 (inc VAT) per hour

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