

## Landlord fees



- Rent Collection 10.8% (incl. vat)
- Lettings & Management 15% (incl. vat)

### Overview:

No charges can be made to the tenant for referencing fees, tenancy set up fees or inventory check out fees.

We can only collect a “holding deposit” of one week’s rent which takes the property off the market whilst references are being taken. This can be offset against the initial rent with the tenant’s written consent (see below).

A tenancy must be signed by both parties and dated within 15 days of the receipt of the holding fee: this period can be extended by mutual written consent. If we do not meet this timescale, we are duty bound to return the holding fee.

Deposits must be the equivalent of 5 weeks’ rent – with no increase if the tenant has pets. Where the rent exceeds £50,000 p.a. the maximum deposit that can be taken is 6 weeks.

We will need the tenant’s signed consent to take up references, and we will only be able to process the application once received.

We are only allowed to charge a small number of permitted payments during the life of the tenancy – for example, if rent is more than 14 days’ late.

We believe that it is essential that all prospective tenants are referenced. The cost of this is the responsibility of the Landlord. Please note, our references are carried out by a leading independent company.

You will also be responsible for the cost of both the check-in and check-out at the end of the tenancy.

### In summary, our charges to Landlords are as follows:

- Tenancy Set Up for all new Tenancies £450 (incl. VAT) – this includes the Tenancy Administration fee, TDS Registration fee & Tenant References fee.
- Renewal Administration fee for Rent Collection or Managed Tenancies £250 (incl. VAT) – this includes the TDS Registration fee.
- Renewal Administration fee for Tenant Find Tenancies £450 (incl. VAT) – this includes the TDS Registration fee.
- Providing an annual statement to the landlord: £36 (incl. VAT).

**Tim Russ & Co. Limited trading as Tim Russ & Company is a Propertymark Licensed Member. The Client Money Protection (CMP) is provided by Propertymark. Independent redress is provided by The Property Ombudsman Ltd.**

