

Margetts Schedule of fees and services All fees quoted below inc VAT	Let only	Letting & Rent Collect	Management
Min fee	£720 inc vat	9.6% inc vat and initial letting fee of £300.00 inc vat	13.2% inc vat initial letting fee of £300.00 inc vat
Market appraisal to maximise rental, inc Buy to Let advice	Yes	Yes	Yes
Rent increase feasibility plan to increase rental yield, minimise void periods etc.	Yes	Yes	Yes
Quality photos for marketing etc, Rental Details	Yes	Yes	Yes
To Let Board	Yes	Yes	Yes
Advertisements on Rightmove, onthemarket, Margetts website, propertytoday etc	Yes	Yes	Yes
Unique e-magazine weekly mail out	Yes	Yes	Yes
Accompanied viewings	£120 inc vat	£120 inc vat	Yes
Follow up and feedback	Yes	Yes	Yes
Negotiations with prospective tenants	Yes	Yes	Yes
Receiving of prospective tenants application form(s)	Yes	Yes	Yes
Right to reside check(s)	Yes	Yes	Yes
Tenant references	Yes	Yes	Yes
Previous Landlord Reference, if requested	£50.00	£50.00	£50.00
Drawing up of Tenancy Contract	Yes	Yes	Yes
Collating all legal Prescribed Information	Yes	Yes	Yes
Arrangement of Annual Gas Safety Check	£12.00	£12.00	Yes
Arrangement for Legionella Water Certificate	£12.00	£12.00	Yes
Arranging for installation of Smoke Alarms	£12.00	£12.00	Yes
Arranging for installation of Carbon Monoxide Alarms	£12.00	£12.00	Yes
Arranging for an EPC	£12.00	£12.00	Yes
Arranging of PAT tests	£12.00	£12.00	Yes
Arranging of 5 Year Fixed Wiring Cert	£12.00	£12.00	£12.00
Inventory inc meter readings where accessible	From £110.00 (see sep' fee schedule)	From £110.00 (see sep' fee schedule)	From £110.00 (see sep' fee schedule)
Works following inventory required before start			Yes
Morning of Tenant Smoke/CM Alarm visit/Check	Yes	Yes	Yes
Check-in appointment in office to collect keys	Yes	Yes	Yes
Collection of Deposit to be held at TDS Custodial Scheme	Yes	Yes	Yes
Informing utilities of new tenants and readings	£50.00	£50.00	Yes
Informing Council Tax Department of new tenant	£50.00	£50.00	Yes
Receipt of signed inventory off tenants where applicable	Yes	Yes	Yes
Setting up of standing order for rental collection		Yes	Yes
Monthly collection of rent		Yes	Yes
Inspections with report	£50.00	£50.00	Yes
Maintenance issues, repairs			Yes
Arranging the Check out			Yes
Serving of Section 21 Notice		Yes	Yes
Monthly email rent statements		Yes	Yes
Duplicate copy of monthly statement		£10.00	£10.00
Handling of the check out negotiations			Yes
Compiling report & sending file to the TDS	£100.00	£100.00	£100.00
Annual Email rent statement		Yes	Yes
Duplicate copy of annual rent statement		£20.00	£20.00
Arranging for cleaners and contract to present property ready for re-let			Yes
Rent increase, negotiations, notice served etc		£50.00	Yes
Breaches of contracts (up to but not including court action)		Yes	Yes
Court Attendance as expert Witness	£75.00 per hour	£75.00 per hour	£75.00 per hour
Tax Deductions in case of non-FICO clearance	£120.00 per quarter	£120.00 per quarter	£120.00 per quarter
EPC	£50.00	£50.00	£50.00
Legionella Report	£45.00	£45.00	£45.00
Withdrawal Fee	£150.00	£150.00	£150.00
Refurbishment work	12% of Bill	10% of Bill	£8% of Bill
Void Period visit and report	£25.00	£25.00	£25.00
Please note, Margetts receive no referral fees or commission from any of our contractors or recommended persons			