

Schedule 1: Services

The below table sets out the fees and services included in each of our Service Levels offered:

Fees to Landlords	MANAGED +	MANAGED	MANAGED LITE	TENANT FIND
Initial Set-Up Fee	50% of first month's rent subject to minimum £500 + VAT (£600 inclusive of VAT)	50% of first month's rent subject to minimum £500+ VAT (£600 inclusive of VAT)	50% of first month's rent subject to minimum £500+ VAT (£600 inclusive of VAT)	First month's rent + VAT
Monthly Management Fee	13.75% + VAT (16.5% inclusive of VAT)	11% + VAT (13.2% inclusive of VAT)	5% + VAT (6% inclusive of VAT)	N/A
AML Check	£25 + VAT (£30 inclusive of VAT)	£25 + VAT (£30 inclusive of VAT)	£25 + VAT (£30 inclusive of VAT)	£25 + VAT (£30 inclusive of VAT)
Consultation Service	✓	✓	✓	✓
Property Marketing Plan	✓	✓	✓	✓
Photos & Video Tour	✓	✓	✓	✓
Internet Property Advertising & Sign Board	✓	✓	✓	✓
Client/ Property Matching Software	✓	✓	✓	✓
Accompanied Viewings	✓	✓	✓	✓
Tenant Interviewing & Selection	✓	✓	✓	✓
Comprehensive Tenant Referencing Service, Right to Rent Check and AML Checks	✓	✓	✓	✓
Arrange Compliance Certificates Required	See pricelist in Schedule 2	See pricelist in Schedule 2	See pricelist in Schedule 2	See pricelist in Schedule 2
Signing of Tenancy Agreement	✓	✓	✓	✓
Rent Collection	✓	✓	✓	
Monthly Statement of Account	✓	✓	✓	

Tenant Check-in with Smoke Alarm & Carbon Monoxide Testing	✓	✓	✓	
Registration of the Deposit*	✓	✓	✓	
Full Colour Inventory	✓	£100 + VAT (£120 inclusive of VAT)	£150 + VAT (£180 inclusive of VAT)	
Tenant Check Out & Schedule of Condition	✓	✓	£200 + VAT (£240 inclusive of VAT)	
Routine Inspections with Report Issued to Landlord	✓	✓		
Administration of Property Maintenance	✓	✓		
Negotiating Return of Deposit & Handling Deduction with TDS**	✓	✓		
Routine Inspections to include full report with colour photographs	✓			
Rent Review & Issuing a Section 13 Notice	✓			
End of Tax Year Statement (Upon Request)	✓			
Rent and Legal Protection Service	✓	Optional £360	Optional £360	

*Managed and Managed Lite Service: Subject to an annual charge of £40 plus VAT

**If the Landlord instructs the agent to raise or defend a deposit dispute, a fee of £250 plus VAT will be charged to the Landlord

Schedule 2: Additional Services and Fees

INVENTORY FEES FOR TENANT FIND SERVICE

The Inventory report is a thoroughly compiled document, detailing each room within the property, its contents and their condition and is supported by photographs at the start of the tenancy.

Inventory	Furnished/ Unfurnished	Fee ex. VAT	Total inc. VAT
1 & 2 Bedroom	Unfurnished Furnished	£180 + VAT	£216
3 & 4 Bedrooms	Unfurnished Furnished	£200 + VAT	£240
5+ Bedrooms	Unfurnished Furnished	£220 + VAT	£264

ADDITIONAL SERVICES (IF REQUIRED)

Additional Services	Fee	Incl. VAT
COMPREHENSIVE INVENTORY: Our property manager or an independent inventory clerk will carry out an unbiased inventory, which includes both a schedule of contents and condition of the property at the start of the tenancy.	See separate Schedule	See separate Schedule
KEY CUTTING: We require three sets of keys (depending on the level of service), which we can provide for a small fee.	£30 + VAT (+Cost of the keys)	£36
LAND REGISTRY TITLE DOCUMENT: If we have to purchase the Title Document, a fee will be charged.	£20 + VAT	£24
END OF YEAR TAX STATEMENT: Landlords have the option to receive a yearly statement which will display all their income and expenditures throughout that year.	£75 + VAT	£90
ADMINISTRATION OF NON-UK TAX LANDLORD	£100 + VAT	£120
RENT REVIEW & ISSUING a SECTION 13 NOTICE	£150 + VAT	£180
SHOULD A TENANT APPEAL A RENT INCREASE WITH THE FIRST TIER TRIBUNAL	£75 + VAT	£90
ISSUING A SECTION 8 NOTICE: A Section 8 Notice originates from the section of the Act of Parliament, which is often referred to as an 'Eviction Notice'.	Will be passed to recommended solicitor. Subject to quote.	
CHANGE OF TENANT: If there is a change of tenant a fee will be charged for all the relevant administration and checks.	£200 + VAT	£240
COURT ATTENDANCE: In the unfortunate event where Lang Town & Country must represent you in court, expenses would include travel & parking. Court attendance will only be provided with a qualified solicitor.	£200 + VAT (per hour)	£240 (per hour)
ADDITIONAL PROPERTY VISITS	£75 + VAT	£90
ARRANGEMENT FEE FOR REFURBISHMENTS OVER £1000: Arranging for access and assessing costs with the contractor; ensuring work has been carried out in accordance with the specification of works, retaining any warranty. Or guarantee because of any works.	10% of Net Cost	10% of Net Cost

Fees for arranging certificates (*denotes approximate cost)

Additional Services	Fee	✓/x
Arranging and obtaining Gas Safety Certificate	£100* + VAT	
Arranging and obtaining Gas Safety Certificate including Boiler Service	£120* + VAT	
Arranging and obtaining Electrical Safety Certificate (one fuse board)	£150-£250* + VAT	
Arranging PAT Testing (up to 10 appliances with an extra £5 per appliance thereafter.	£50 + VAT	
Arranging and obtaining Legionella Risk Assessment	£120* + VAT	
Arranging and obtaining Legionella Risk Assessment and EPC (up to 4 bedrooms)	£200* + VAT	
Arranging and obtaining an EPC for property with up to 4 bedrooms	£100* + VAT	
Arranging and obtaining an EPC for property with over 4 bedrooms	£120* + VAT	
Arranging and obtaining Carbon Monoxide Detectors	1 x Detector £48 + VAT 2x Detectors £72 + VAT	
Arranging and Obtaining Smoke Detectors	£50 + VAT	

*Certificate administration charge subject to £10 admin fee per certificate arranged

For any other services not detailed above, a quotation will be provided by the Agent on a case by case basis for agreement by the Landlord as may be required.