



BCM

CLIENT MONEY PROTECTION

PROVIDED BY: **ARLA**



INDEPENDENT REDRESS

PROVIDED BY: **The Property Ombudsman**



bcm.co.uk

The quoted fees are correct at time of printing and are subject to change

SERVICES

Letting Only:

5 weeks' rent (inc. V.A.T.)

Letting and Rent Collection:

as above plus £120 pcm (including VAT)

Full Management:

16.8 % of the monthly rent (including VAT)

DRAFTING TENANCY AGREEMENTS

BCM offers a choice of 3 Tenancy Agreement drafting services :

(1) Agreement only and basic legislation check*:

We will draft a Tenancy Agreement and collect the first month's rent and deposit. We will advise you what legal requirements you must meet as a Landlord.

£300 + £60 for TDS

(2) Agreement, basic legislation check & tenant vetting*:

All of (1) above, plus organise Inventory, carry out Tenant referencing and credit checks.

£350 + £60 for TDS + Inventory Report charge

(3) Agreement, basic legislation check, tenant vetting & check-in tenant*:

All of (2) above, plus meet tenant and conduct key handover and check-in

£400 + £60 for TDS + Inventory Report charge

* If you wish us to organise an EPC, Gas or Electrical Certificate for compliance purposes, there will be an additional charge. If you would like us to meet people for access there is a charge of £60 per hour.

All fees inclusive of VAT



FEES TO: LANDLORDS

CLIENT MONEY PROTECTION

PROVIDED BY: **ARLA**



INDEPENDENT REDRESS

PROVIDED BY: **The Property Ombudsman**



bcm.co.uk

The quoted fees are correct at time of printing and are subject to change

Item	Fee (including VAT)	Notes
TDS	£60 Included with full management service	To register the deposit with the TDS and issue certificate and Prescribed Information
Energy Performance Certificate (EPC)	£60	3rd party charge for carrying out an PC
Tenancy agreement renewals	£150 Included with full management service	To draw up new tenancy agreements and have them signed by the relevant parties
Property inspections	£72 Included with full management service	To carry out a property inspection and write a report
Rent review	£100 Included with full management service	To carry out a rent review of the property
Inventory	Between £95—£110 for 1 bedroom to £150-£210 for 5 bedrooms depending on area. Larger properties will be quoted	3rd party charge to file an inventory report.
Checkout	Between £95- £110 for 1 bedroom to £160-£210 for 5 bedrooms depending on area. Larger properties will be quoted	3rd party charge to file an inventory report.
Negotiating deposit	£48 per hour Included with full management service	To negotiate between the landlord and the tenant any deductions from the deposit at the end of the tenancy
Organising any additional works for the property	£48 per hour plus 3rd party contractors charge or cost of item	Or example Gas Safe Certificates, chimney sweep, Legionella Risk Assessments, cleaning, boiler service, electrical inspections
Service notices	£96 Included with full management service	We will serve relevant notices to the tenants.
Additional services	£48 per hour	This may include additional visits to the property, submitting tax returns to HMRC and checking contractors works