

Letting Only Service - All Fees (inclusive of VAT unless otherwise stated)

Letting Only Service 7.20% Including VAT (6% + VAT) of annual rent

One off fee of 7.20% of the rent for the first twelve month's rent will be charged and deducted upfront from the first month's rent in advance. The details of this service are listed on the Introduction Service guide.

Tenancy Setup Fee £150 including VAT (£125 + VAT)

Creation and signing of tenancy agreement, required documents checklist, providing the tenant following documents where applicable: -

- The Government How to Rent Guide
- Energy Performance Certificate (if applicable)
- Gas Safety Certificate (if applicable)
- Electrical Certificate
- Deposit Registration - By law all tenants' deposits must be registered with a government approved scheme. Deposits must be protected within 30 days of the start of the tenancy and tenants must be issued with Prescribed Information Deposit certificate within this time frame.
- Tenancy Deposit - Prescribed Information (Placed at the end of the Tenancy Agreement/AST)
- Tenancy Deposit Scheme Terms and Conditions (Placed at the end of the Tenancy Agreement/AST) Landlord's Property License (if applicable)

Referencing Fee £30 Including VAT (£25 + VAT) per tenant

These are charges by a third-party independent referencing company who can also offer Rent Insurance upon successful referencing of a tenant. This will include Right to Rent check if necessary.

Independent Inventory Fee

(Charges will vary depending on the size of a property, see optional price list)

It is most important that an independent inventory of contents and schedule of condition be prepared in order to avoid misunderstandings or dispute at the end of a tenancy. Without such safeguards, it will be impossible for the Landlord to prove any loss, damage, or significant deterioration of the property or contents. Langhams highly recommends landlords to have one prepared especially if instructed to take a deposit from a tenant.

Renewal Fee £150 including VAT (£125 + VAT)

Should both parties agree that the tenant can be granted a new tenancy and remain at the property. Our team will renegotiate terms, if necessary, draw up all legal documentation and serve to both parties.

Letting and Rent Collection Service - All Fees (inclusive of VAT unless otherwise stated)

Monthly Rent Collection Fee 9.60% (8% + VAT) of monthly rent

The fee will be charged at a standard rate of 9.60% of the gross monthly rent. This charge will be invoiced and deducted on a monthly basis and will include all services listed on the Rent Collection guide.

Tenancy Setup Fee £150 including VAT (£125 + VAT)

Creation and signing of tenancy agreement, required documents checklist, providing the tenant following documents where applicable: -

- The Government How to Rent Guide
- Energy Performance Certificate (if applicable)
- Gas Safety Certificate (if applicable)
- Electrical Certificate
- Deposit Registration - By law all tenants' deposits must be registered with a government approved scheme. Deposits must be protected within 30 days of the start of the tenancy and tenants must be issued with Prescribed Information Deposit certificate within this time frame.
- Tenancy Deposit - Prescribed Information (Placed at the end of the Tenancy Agreement/AST)
- Tenancy Deposit Scheme Terms and Conditions (Placed at the end of the Tenancy Agreement/AST) Landlord's Property License (if applicable)

Referencing Fee £30 Including VAT (£25 + VAT) per tenant

These are charges by a third-party independent referencing company who can also offer Rent Insurance upon successful referencing of a tenant. This will include Right to Rent check if necessary.

Inventory Fee

(Charges will vary depending on the size of a property)

It is most important that an independent inventory of contents and schedule of condition be prepared in order to avoid misunderstandings or dispute at the end of a tenancy. Without such safeguards, it will be impossible for the Landlord to prove any loss, damage, or significant deterioration of the property or contents. Langhams highly recommends landlords to have one prepared especially if instructed to take a deposit from a tenant.

Tenancy Agreement Renewal £60 including VAT (£50 + VAT)

Should both parties agree that the tenant can be granted a new tenancy. Our team will renegotiate terms if needed, draw up all necessary documents and serve to both parties.

Check Out Fee (Charges will vary depending on the size of a property)

End of tenancy Check Out will involve us agreeing a time that is suitable for both tenant and Inventory Clerk to carry out a closing inventory report, negotiate any deductions from the tenant's deposit and release tenants deposit.

Landlord Fees



Management Service – All Fees (inclusive of VAT unless otherwise stated)

Monthly Management Fee 12% (10% + VAT) of monthly rent

The fee will be charged at a standard rate of 12% of the gross monthly rent. This charge will be invoiced and deducted on a monthly basis and will include all services listed on the Full Management Service guide.

Tenancy Setup Fee £150 including VAT (£125 + VAT)

Creation and signing of tenancy agreement, required documents checklist, providing the tenant following documents where applicable: -

- The Government How to Rent Guide
- Energy Performance Certificate (if applicable)
- Gas Safety Certificate (if applicable)
- Electrical Certificate
- Deposit Registration - By law all tenants' deposits must be registered with a government approved scheme. Deposits must be protected within 30 days of the start of the tenancy and tenants must be issued with Prescribed Information Deposit certificate within this time frame.
- Tenancy Deposit - Prescribed Information (Placed at the end of the Tenancy Agreement/AST)
- Tenancy Deposit Scheme Terms and Conditions (Placed at the end of the Tenancy Agreement/AST) Landlord's Property License (if applicable)

Referencing Fee £30 Including VAT (£25 + VAT) per tenant

These are charges by a third-party independent referencing company who can also offer Rent Insurance upon successful referencing of a tenant. This will include Right to Rent check if necessary.

Inventory Fee

(Charges will vary depending on the size of a property)

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Tenancy Agreement Renewal £60 including VAT (£50 + VAT)

Should both parties agree that the tenant can be granted a new tenancy. Our team will renegotiate terms if needed, draw up all necessary documents and serve to both parties.

Check Out Fee (Charges will vary depending on the size of a property)

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Other Fees (inclusive of VAT unless otherwise stated)

Gas Safety Certificate £72 including VAT (£60 + VAT)

Annual safety check: Under the Gas Safety (Installation and Use) Regulations 1998 all gas appliances and flues in rented accommodation must be checked for safety within 12 months of being installed, and thereafter at least every 12 months by a competent Gas Safe registered engineer.

Rent Protection Policy From £240 including VAT (£200 + VAT) per annum.

A Rent Protection Policy is only available for all Fully Managed properties. Policy will cover the loss of rental should tenant(s) fall into 2 months arrears. The policy would cover the cost of any legal expenses should the tenant(s) need to be evicted. Policy is valid for 12 months.

Annual Submission of Non-Resident Landlords to HMRC £60 including VAT (£50+VAT)

Where the Landlord is resident outside the UK during a tenancy, they will require an exemption certificate from Revenue & Customs before they can receive rental balances without deduction of tax. Where we are managing the property, we will provide advice and assistance on applying for such exemption.

Cancelling of Lettings Agreement Equivalent to 1 months' rent + VAT

In the unlikely event where a landlord would like to terminate an agreement with Langhams once a tenant has signed a Tenancy Agreement and wishes to keep the tenant residing at the property we would invoice and deduct this fee. The tenant will be notified of the change in management

Inventories & Check In & Check Out

It is most important that an inventory of contents and schedule of condition be prepared, in order to avoid misunderstanding or dispute at the end of a tenancy. Without such safeguards, it will be impossible for the Landlord to prove any loss, damage, or significant deterioration of the property or contents.

Costs of each can be provided at the time letting as they vary due to sizes of each property being different.

Langhams Estate Agents belong to the following Client Money Protection & Redress Schemes:

Client Money Protection (CMP) Provided by: [Client Money Protect](#)



Independent Redress Provided by: [The Property Redress Scheme](#)

