



Landlord & Tenant Fees

LESLEY
GREAVES
estate & letting agents

Tenant Schedule of Fees

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Applicable to all new Assured Shorthold Tenancies (ASTs) signed on or after 1st June 2019 In addition to paying rent for the property, you may also be required to make the following permitted payments:

Rent

This will be clearly displayed on all advertising and represents the value per calendar month of a property. The agreed rent can be subject to negotiation and may increase or decrease depending on your circumstances and overall property demand. Lesley Greaves Estate and Letting Agents will confirm and agree the rent amount with you when considering your application.

Security deposit (per tenancy, Rent under £50,000 per year)

Set at a maximum of five week's rent. This covers damages or defaults on the part of the tenant during the tenancy.

Holding deposit (per tenancy)

As an agency we are not charging tenants holding deposits to prospective tenants

Unpaid rent

Interest at 3% above the Bank of England Base Rate from Rent Due Date until paid in order to pursue nonpayment of rent. Please Note: This will not be levied until the rent is more than 14 days in arrears.

Lost key(s) or other security device(s)

Tenants are liable for the actual cost of replacing any lost key(s) or other security device(s). If the loss results in locks needing to be changed, the actual costs of a locksmith, new lock and replacement keys for the tenant, landlord and any other persons requiring keys will be charged to the tenant.

Variation of contract (tenant's request)

£50 plus VAT per agreed variation. To cover the costs associated with taking landlord's instructions as well as the preparation and execution of new legal documents.

Change of sharer (tenant's request)

£50 plus VAT per replacement tenant. To cover the costs associated with taking landlord's instructions, new tenant referencing and Right-to-Rent checks, deposit registration as well as the preparation and execution of new legal documents.

Early termination (tenant's request)

Should the tenant wish to leave their contract early, they shall be liable to the landlord's costs in re-letting the property as well as all rent due under the tenancy until the start date of the replacement tenancy. These costs will be no more than the maximum amount of rent outstanding on the tenancy.

Utility Payments

Tenants will remain responsible, unless agreed otherwise, for all utility payments, TV licence etc. Please refer to your Assured Shorthold Tenancy agreement for full information.

Landlord Fees-Tenant Find

Tenant Find service is 50% of the first months rent plus vat with a minimum of £400.00 plus vat (20%)

For landlords who feel confident to manage their property but need help to find a qualified tenant

Professional photos

Free professional photography as standard

Virtual viewing

At Lesley Greaves we film a virtual viewing

Safety certificates

We can arrange an EPC, Gas safety record, EICR, Smoke Alarm, Carbon Monoxide Alarm and Legionella risk assessment for an additional cost

Accompanied viewings

We will conduct all the viewings

Full referencing service

Each prospective tenant will be fully referenced

Right to rent check

We will carry out a right to rent check on each prospective tenant

Tenancy agreement

We will draft a comprehensive tenancy agreement between the landlord and tenant

Tenancy renewal

We charge only £50.00 plus vat to renew a tenancy



Landlord Fees-Full Management

Arrangement fee £400.00 plus vat

Management fee 9% plus vat.

We offer complete peace of mind with our full management service.

Professional photos

Free professional photography as standard

Virtual viewing

At Lesley Greaves we film a virtual viewing

Safety certificates

We can arrange an EPC, Gas safety record, EICR,
Smoke Alarm, Carbon Monoxide Alarm and
Legionella risk assessment for an additional cost*

Accompanied viewings

We will conduct all the viewings

Full referencing service

Each prospective tenant will be fully referenced

Right to rent check

We will carry out a right to rent check on each

prospective tenant

Tenancy agreement

We will draft a comprehensive tenancy agreement
between the landlord and tenant

Tenancy renewal

We charge only £50.00 plus vat to renew a tenancy

Rent collection

Rent collection with prompt payment

Full Management Continued

Monthly landlord statements

We will send you a monthly landlord statement

Managing non-resident landlord tax

We will manage non-resident landlord tax

Deposit protection

Your tenants deposit will be protected with the deposit protection service (DPS)

Utility and local authority account transfer

We will notify the utility companies and local authority about the change of tenancy and provide meter readings

Inventory and schedule of condition

Free inventory and schedule of condition

Property inspections

Free property inspections at month 3 and then every 6 months

Checkout inspection

Free checkout inspection

Access to our in-house repair and maintenance

We will arrange repairs and maintenance

Urgent maintenance helpline

Tenants can call us out of hours for urgent maintenance issues

Day to day management

We will deal with the day to day management

Additional Non-Optional Fees And Charges

Electrical Inspection

The new Electrical Safety Standards in the Private Rented Sector Regulations 2020 were made on 18 March and will apply to all new tenancies on 1 July 2020 and for existing tenancies on 1 April 2021. The Electrical Safety Regulations will require landlords to: • Have the electrical installations in their properties inspected and tested by a person who is qualified and competent, at least every five years; • Provide a copy of the report (known as the Electrical Safety Condition Report or EICR) to their tenants, and to the local authority if requested. • If the EICR requires investigative or remedial works, landlords will have to carry this out

*Cost is based on one consumer unit.

*£180.00 plus VAT

Energy performance Certificate

Arrange for an EPC if required to enable the property to be marketed.

*£85.00 plus VAT

Gas Inspection

An annual landlord's gas inspection is a legal requirement, we can instruct our contractor to carry out an annual inspection . Cost Includes boiler and one gas appliance.

*£90.00 plus VAT

Legionnaires Disease

Landlords who provide residential accommodation, as the person in control of the premises or responsible for the water systems in their premises, have a legal duty to ensure that the risk of exposure of tenants to Legionella is properly assessed and controlled. We can arrange for a Legionella Risk Assessment.

*£60.00 plus VAT

Smoke Alarm

Ensure at least one smoke alarm is equipped on each storey of their homes where there is a room used as living accommodation.

Battery Alarm £70.00 +VAT

Mains Alarm £100.000 +VAT

Carbon Monoxide

Ensure a carbon monoxide alarm is equipped in any room used as living accommodation which contains a fixed combustion appliance (excluding gas cookers) price on request

Battery Alarm £70.00 +VAT

Court Attendance

To Attend Court * Price on Request

Key cutting

*Price on request Admin fee £10.00 plus VAT, plus cost of cutting key

*All costs quoted could change slightly depending on the contractor, number of appliances etc they should only be used as a guide

*We will deduct 10% of the gross cost for our administration fee.

*the costs are a general guide and could change depending on the contractor

Client money protection(cmp) provided by: Safeagent : A4829 Independent redress provided by: The Property Ombudsman: D01289