Letting Authority

CHARLES CARTER
LETTINGS & PROPERTY MANAGEMENT
Specialists | Personal Service | Independent

Managed Service Fees

Platinum:	**Monthly management fee: 12% + VAT (14.4% incl VAT) deducted from the gross monthly rental + additional 3% of rental income + VAT**
Gold:	**Monthly management fee: 12% + VAT (14.4% incl VAT) deducted from the gross monthly rental**
Silver:	**Monthly management fee: 4.5% + VAT (5.4% incl VAT) deducted from the gross monthly rental**
New Tenancy Set Up Fee:	**For each new tenancy we charge 60% + VAT (minimum fees £400 + VAT, £480 inc VAT) of the first month's rent.**
Inventory and Schedule of Condition:	Free - Included in the Set Up Fee
Tenancy Renewal Fee	£114 inclusive of VAT (£95.00 + VAT)

Energy Efficiency - Compliance with EPC Regulations 2012

EPC Fee	**£65.00+ VAT, £75 inc VAT**
Providing fast track possession documents	**£75**
Desktop MEES (Minimum Energy Efficiency Standards)	**£33**
Green Deal Assessment	**£150**
Key Cutting	**Invoice value plus £12**
Project Manage on behalf of the Landlord any major works exceeding £500 + VAT	**10% of contractors invoice**

Legal (all charges are included if the Platinum Management Service has been purchased)

Providing Fast Track Possession Documents	**£48**
Court Appearance Notes	**£120**
Tax Provision of a comprehensive annual Income & Expenditure Report suitable for submission with a tax return	**£42**

Sale of the Property to a tenant or third party — **1.5%+ VAT**

The introduction of a buyer (tenant or third party) subject to contract, and issues of Sales Memorandum.
Payable on completion of sale

If during the Sole Agency period other agents are instructed, the monthly commission rate will be increased by 1.8% including VAT

Non Managed Services

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Professional Tenant Finding Service:	**Fee: 90% of the first months rent inclusive + VAT subject to a minimum fee of £500 (inclusive of VAT)**
Protection of the Tenancy Deposit with The Dispute Service:	**£75.00 + VAT (£90.00 inclusive of VAT) payable on commencement of the tenancy**
Tenancy Deposit Dispute Resolution:	**£75.00 (£90.00 inclusive of VAT)**
Re-issuing the Prescribed Information subject to change in circumstances:	**£35.00 + VAT (£42.00 inclusive of VAT) for each re-issue**
Inventory / Check-out preparation	**Full inventory services are available, ask in branch for details**
Landlord Renewal Agreement	**£95.00 + VAT (£114.00 inclusive of VAT)**
Desktop MEES (Minimum Energy Efficiency Standards) Report	**Cost of contractor invoices**
Electrical installation and appliance checks	**Ask branch for more details**
Preparation of documents on behalf of the client relating to the sale of the property	**£35.00 + VAT (£42.00 inclusive of VAT)**
Sale of the property to the tenant or third party	**1.5% + VAT of the purchase price (1.8% including VAT)**
Time limited right to rent review	**£75.00 + VAT (£90.00 inclusive of VAT)**
Online only marketing – tenant finding services	**Pricing is available upon application.**

Charles Carter Lettings are a member of Propertymark (which includes Client Money Protection Scheme) and The Property Ombudsman, being the largest lettings redress scheme in the UK.

UK ALA THE UK ASSOCIATION OF LETTING AGENTS

The Property Ombudsman

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