

## Managed Service Fees

<b>Platinum:</b>	<b>Monthly management fee: 12% + VAT (14.4% incl VAT) deducted from the gross monthly rental + additional 3% of rental income + VAT</b>
<b>Gold:</b>	<b>Monthly management fee: 12% + VAT (14.4% incl VAT) deducted from the gross monthly rental</b>
<b>Silver:</b>	<b>Monthly management fee: 4.5% + VAT (5.4% incl VAT) deducted from the gross monthly rental</b>
<b>New Tenancy Set Up Fee:</b>	<b>For each new tenancy we charge 60% + VAT (minimum fees £400 + VAT, £480 inc VAT) of the first month's rent.</b>
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	<b>£85.00+ VAT</b>
Providing fast track possession documents	<b>£75</b>
Desktop MEES (Minimum Energy Efficiency Standards)	<b>£33</b>
Green Deal Assessment	<b>£150</b>
Key Cutting	<b>Invoice value plus £12</b>
Project Manage on behalf of the Landlord any major works exceeding £500 + VAT	<b>10% of contractors invoice</b>

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

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

### **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

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

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.