

# Fees to landlords

## Level of service offered:



### Letting service:

11% of rent (plus VAT)  
13.2% of rent (inc VAT)

#### Includes:

- Finding a tenant
- Carrying out accompanied viewings
- Marketing the property and advertise on the relevant portals
- Providing tenant with method of payment
- Deduct any pre-tenancy invoices
- Making any HMRC deductions and providing tenant with the NRLB (if relevant)
- Pursuing non-payment of rent

If the tenancy is 12 months and the rent is £1,000 per month, the fee calculated shall be 13.2% of the annual rent, so the fee will be £1,584. Minimum commission charge is £1,500 (inc VAT).

This commission will also be due on every tenancy renewal.

### Fully managed:

17% of rent (plus VAT)  
20.4% of rent (inc VAT)

#### Includes:

- Finding a tenant
- Carrying out accompanied viewings
- Marketing the property and advertise on relevant portals
- Ensuring the landlord complies with their statutory obligations
- Collecting and remit the rent received
- Pursuing non-payment of rent and provide advice on rent arrears actions
- Deducting commission and other works
- Advising all relevant utility providers of changes
- Undertaking two property visits per annum and notify landlord of the outcome
- Arranging routine repairs and instruct approved contractors
- Holding keys throughout the tenancy term
- Deposit dilapidation negotiations

If the tenancy is 12 months and the rent is £1,000 per month, the fee calculated shall be 20.4% of the annual rent, so the fee will be £2,488. Minimum commission charge is £1,500 (inc VAT).

This commission will also be due on every tenancy renewal.

### Short term let:

25% of rent (plus VAT)  
30% of rent (Inc VAT)

#### Includes:

- Finding a tenant
- Carrying out accompanied viewings
- Marketing the property and advertise on relevant portals
- Ensuring the landlord complies with their statutory obligations
- Collecting and remit the rent received
- Pursuing non-payment of rent and provide advice on rent arrears actions
- Deducting commission and other works
- Advising all relevant utility providers of changes
- Arranging routine repairs and instruct approved contractors
- Holding keys throughout the tenancy term
- Deposit dilapidation negotiations

If the tenancy is four months and the rent is £1,500 per month, the fee calculated shall be 30% of the total rent, so the fee will be £1,800. minimum commission charge is £1,500 (inc VAT).

This commission will also be due on every tenancy renewal.

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## Additional non-optional fees and charges (irrespective of level of service):

### Tenancy agreement fee:

£240 (plus VAT) £288 (inc VAT). Drawing up the tenancy agreement and issuing the relevant paperwork.

### Reference fee:

£50 (plus VAT) £60 (inc VAT) per tenant. Processing the application and referencing (ASTs only).

### Permitted occupant check fee:

£25 (plus VAT) £30 (inc VAT) per occupant over 18. We must check every occupant over 18 has the legal right to rent in the UK (ASTs only).

### Guarantor fee:

£50 (plus VAT) £60 (inc VAT) per guarantor (if required). Processing the application and referencing (ASTs only).

### Deposit registration fee:

£40 (plus VAT) £48 (inc VAT). Registering landlord and tenant details and protecting the deposit with the Tenancy Deposit Scheme (ASTs only).

### Inventory arrangement fee:

£50 (plus VAT) £60 (inc VAT) plus the inventory company charge, which is dependent on size and content of the property.

### Inventory cost:

The cost of the inventory and check in will be passed directly to the landlord from the inventory company used, dependant on the size and content of the property.

### Check out arrangement fee:

£50 (plus VAT) £60 (inc VAT) plus the inventory company charge, which is dependent on the size and content of the property (ASTs only).

### Check out cost:

The cost of the check out will be passed directly to the landlord from the inventory company used and is dependant on the size and content of the property (ASTs only).

### Sale of the property to the tenant:

2% (plus VAT) of the sale price 2.4% of the sale price (inc VAT).

### Letting service renewal commission fee:

11% (plus VAT) 13.2% (inc VAT) of the total rent. Review rent in accordance with the market and advise the landlord, negotiate and agree the renewal, ongoing rent collection, credit control and accountancy.

### Fully managed renewal commission fee:

17% (plus VAT) 20.4% (inc VAT) of the total rent. Review rent in accordance with the market and advise the landlord, negotiate and agree the renewal, continuation of fully managed service. If the renewal is agreed at £1,200 per month for a further 12 months, the fee calculated shall be 13.2% (inc VAT) of the total rent for the 12 months, so the fee will be £1,900.80 (inc VAT).

### Deposit Transfer

£100 (plus VAT) £120 (inc VAT) for the transfer of a deposit to another party during the tenancy

### Additional property visits:

£100 (plus VAT) £120 (inc VAT) per visit. To attend as necessary for specific requests such as to monitor the tenancy or any maintenance-linked visit.

### Submission of non-resident landlords receipts to HMRC:

£450 (plus VAT) £540 (inc VAT) annually. To remit and balance the financial return to HMRC quarterly and respond to any specific query relating to the return from the landlord or HMRC. Make any HMRC deduction and provide landlord with the NRL6 (if relevant).

### Arrangement fee for refurbishments over and above day to day management (if managed):

10% (plus VAT) 12% (inc VAT) of net cost (minimum fee of £180 including VAT). Arranging access and assessing costs with contractor, ensuring work has been carried out in accordance with the specification of works, retaining any warranty or guarantee as a result of any works.

### Vacant Property Service (not Management) (if instructed):

£175 (plus VAT) £210 (inc VAT) per visit. Visit to the property once a month or more frequently if agreed and maintain utility bill accounts as instructed.

### Court attendance:

£250 (plus VAT) £300 (inc VAT) per hour.

### Obtaining consents:

£70 (plus VAT) £84 (inc VAT) per document.

### Arranging and obtaining the EPC:

£125 (plus VAT) £150 (inc VAT) includes the cost of the EPC.

### Letting service costs:

The below fees are not payable under our fully managed service, however, landlords will be liable for payment of the contractors invoice

- Arranging gas safety record and service for up to three appliances (excluding engineers invoice): £100 (plus VAT) £120 (inc VAT)
- Arranging portable appliance test for up to 10 appliances (excluding engineers invoice): £50 (plus VAT) £60 (inc VAT)
- Combining arrangement of gas safety record and portable appliance test (excluding engineers invoice): £125 (plus VAT) £150 (inc VAT)
- Arrangement fee for installation of smoke and CO alarms (excluding contractors invoice): £50 (plus VAT) £60 (inc VAT)

For a full list of fees please refer to our Terms and Conditions. If you have any questions, please ask a member of our lettings team.

Knight Frank are members of the Property Redress Scheme (Consumer Redress scheme) and RICS Dispute Resolution Service (Business Redress Scheme) and have Client Money Protection with RICS Client Money Protection Scheme.