

landlords information

The landlord warrants that all the information he has provided to the Agent is correct to the best of his knowledge and belief. In the event that the landlord provides incorrect information to us, or does not disclose something relevant, which causes us to suffer loss and causes legal proceedings to be taken the landlord agrees to reimburse us and compensate us for losses suffered.

Fees

On identifying and securing a tenant at an acceptable rent and who subsequently completes the Tenancy Agreement our fees will be due as set out as below:

Tenant Validation Fee (Including references)

Includes creation of tenancy agreement and legal service of additional documentation required **£250.00 +VAT / £300.00 inc. VAT**

End of tenancy and/or renewal of tenancy fees (Rent collect Landlords)

Renewal tenancy agreement fees **£85.00 +VAT / £102.00 inc. VAT**
 Checkout and handling of end of tenancy works. **£200.00 +VAT / £240.00 inc. VAT + 10% cost of end of tenancy works + VAT**

At the termination of each tenancy period and subject to your agreement we will identify further suitable tenants for which our letting fee, as outlined above, will become payable at each change of tenancy.

All other fees as set out in these Terms of Business. Where we are asked to carry out any other duties outside our normal remit or these Terms our hourly rate if applicable will be charged at £95 + VAT per hour or part thereof.

Additional Fees

Holding & Registering Deposit with DPS **£50.00 per year**
 Arranging Gas Cert On renewal of tenancy. **£99.00 +VAT / £118.80 inc. VAT (+ cost of certificate from engineers)**
 Mid tenancy routine visit fee **£100.00 +VAT / £120.00 inc. VAT**

Additional Fees - All Landlords

Arranging an up-to-date EPC **£70.00 +VAT / £84.00 inc. VAT**
 Serving of section 8, 13 and 21 notices **£100.00 +VAT / £120.00 inc. VAT (subject to solicitor quotes)**
 Electrical Installation Condition Report **£250.00 +VAT / £300.00 inc. VAT (legal requirement)**

landlord services

Whether you are an established landlord with one or more properties, you are thinking about buying a property to rent out for the first time, or you have an existing property that you need to let, our professional and experienced team is on hand to help you find the right tenant and to make the whole process proceed as smoothly as possible. Newton Huxley offer three options to landlords:

Service Options	Letting, Rent Collection, Tenancy & Property Management	Letting & Rent Collection
	12.5% + VAT per month	10% + VAT per month
Photography	✓	✓
Floor Plan	✓	✓
Portal Marketing	✓	✓
Internal Database Marketing	✓	✓
Accompanied Viewings	✓	✓
Tenancy Negotiation	✓	✓
Employment Check	✓	✓
Previous Landlord Check	✓	✓
Credit Check	✓	✓
ID Verification	✓	✓
Right to Rent Check	✓ <small>annual</small>	✓ <small>annual review</small>
Collection of Initial Rent	✓	✓
Statement of Account	✓ <small>monthly</small>	✓ <small>monthly</small>
Collection of Monthly Rent	✓	✓
Arrears Management	✓	✓
Annual Landlord Compliance Review	✓	✓
Section 21 & 8 Notices	✓ <small>(usually charged at £175.00 + VAT)</small>	✓ <small>(usually charged at £175.00 + VAT)</small>
Gas Safety Renewal	✓	✓ <small>reminder only</small>
Security Deposit Claims	✓	✓
Mid Tenancy Inspections	✓	✗
24 Hour Management	✓	✗
24 Hour Key Access	✓	✗
Maintenance Management	✓	✗
Access To Approved & Qualified Contractors	✓	✗
Ground Rent Management	✓	✗
Service Charge Management	✓	✗
Post Forwarding	✓	✗
Council Tax Transfer	✓	✗
Water Rate Transfer	✓	✗

- VAT will be applied at the prevailing rate
- All fees are deducted from rental income, any shortfall will be charged direct to the landlord and will be payable within 7 days of commencement of tenancy. Balances that become overdue will incur a late payment charge of 10% of the outstanding amount due for every 30 days that the balance remains unpaid.
- Letting Only packages are subject to a renewal charge at the same rate of your initial fee (minimum 12 month charge) and are applicable even where a tenancy becomes periodic.
- Should you appoint Newton Huxley to collect rent on your behalf, rent will always be paid to the landlord within 3 working days of receipt of rent from the tenant.

Full details of our services, fees and charges can be found in our full [Terms of Business and Landlord Fees & Costs](#) brochure.