

SUMMARY OF OUR STANDARD FEES FOR LETTINGS

Landlords		All prices are inclusive of VAT.
Service Type		
Tenant Find Only (TFO)	<ul style="list-style-type: none"> 14.4% of rent due for the term of the initial tenancy agreement 	
Tenancy Management (TM) service	<ul style="list-style-type: none"> 14.4% of all rent due from the tenant(s) for the original term of the tenancy and any extension (annual, in advance and reduced to 13.2% from 3rd renewal) 	
Property Management (PM) service	<ul style="list-style-type: none"> 7.2% of monthly rent (9.6% if a licensable HMO). Please note that we also expect you to fund a reserve fund of not less than £200 per property for any emergency repairs. 	
Administration Fees		
Administration fees	£250 (share of cost of considering tenants' applications, administering pre tenancy arrangements, booking & facilitating of contractor appointments and preparation of the tenancy agreement)	
Referencing fees <ul style="list-style-type: none"> TM and PM services TFO 	<ul style="list-style-type: none"> £50 per tenancy £50 per tenant per application 	
Renewal administration fees	£99.96 (when a tenancy is renewed: reduced to £49.98 when the tenancy becomes a periodic tenancy after expiry of the initial term)	
<u>Tenancy Deposit Scheme</u> - Where we hold the deposit <ul style="list-style-type: none"> TM and PM services TFO 	<ul style="list-style-type: none"> £19.98 £50 per annum in advance and £350 at end of tenancy 	
<u>Eviction Scheme</u> <ul style="list-style-type: none"> Referencing Fee 	<ul style="list-style-type: none"> £50 per tenant and guarantor if extended at 12 months 	
<u>£0 Deposit Protection Scheme</u> <ul style="list-style-type: none"> Standard Fee 	<ul style="list-style-type: none"> £50 per month (Additional £50 fee where the rent is more than £2,500 per month) 	
Where only PM service, Initial Set Up fee	£100	
Abortive fees (if an offer is agreed by you, you instruct us to proceed with formalities and then you withdraw)	<ul style="list-style-type: none"> 50% of TFO or TM fees or £390 (whichever greater) Other costs incurred by us may also be charged 	
Other Services (where PM not chosen)		
Vacant Property: <ul style="list-style-type: none"> Management Visit 	<ul style="list-style-type: none"> £75 (upon signing or, if later, when property becomes vacant) per part month £75 per visit 	
Check-In, Inventories, Gas, Fixed Wiring and PAT	£75 for each order (plus contractor charge): gas safety, fixed wiring and portable appliance inspection tests where PM service not chosen and after tenancy commencement	
Debtor Management service	<ul style="list-style-type: none"> £105 per hr (minimum of one hour, then charged in units of 15 mins at £27.54 and is chargeable for all travel time) Disbursements for travel charged at cost (with mileage at 54p per mile) 	
Tasks outside our TFO, TM or PM services		
Renewal/replacement of contents/fixtures/fittings	£75 / 12% of cost (Whichever is greater)	
Works upon insurer's instruction	12% of the total value of works	
HMO application (where PM not chosen) <ul style="list-style-type: none"> Initial application Renewal of HMO application 	<ul style="list-style-type: none"> £360 £120 (plus any fees charged to Local Authority) 	
Key Cutting	£75 (to arrange key cutting)	
All other tasks	£90 per hr unless otherwise stated (for tasks outside our normal services, for example: debt collecting; court appearances; fair rent assessment)	
Refurbishments	12% of the cost of the works before VAT <ul style="list-style-type: none"> Minimum fee payable at instruction: £75 Fee for a property visit if instructions then cancelled: £120 	
Tenants		All prices are inclusive of VAT.
Tenant administration fees are as set out in the Application form. For all tenancies exchanged prior to 1 st June 2019 these fees will remain in place until 1 st June 2020. Please refer to the application form signed prior to 1 st June 2019 for the detail of these fees. All tenancies exchanged from 1 st June 2019 will be in line with tenant fee ban legislation and the charges detailed below.		
Once your offer on a property is agreed, your application is subject to:		
Commitment To Rent Agreement	The Tenant will be liable to pay an amount equal to 1 weeks rent in the event that the tenancy fails to progress for due to an event occurring as set out in the Application Form which details the terms of the Commitment To Rent Agreement.	
Refundable Holding deposit	A Landlord may require a payment of up to 1 weeks rent, instead of the Commitment to Rent Agreement terms. CGEAL will not be party to any payment arrangements or terms associated with the payment. Tenants will deal directly with the Landlord on any payment arrangements and should not make payment to any CGEAL named bank account for these monies. Tenants should ensure they are wholly satisfied that the Refundable Holding Deposit arrangements are in line with current regulations before making any payment.	
Fees when you vacate		
Early termination (where agreed with the landlord)	<ul style="list-style-type: none"> the outstanding rent payable to the landlord under the tenancy; £50.00 inc. VAT for the reasonable costs of us carrying out the Early Termination; £19.98 towards the landlord's administration costs of registering the deposit with the TDS (Tenancy Deposit Scheme) should the landlord be registered with this scheme. 	
Administration fees for tenancy swap	<ul style="list-style-type: none"> £50.00 inc. VAT on each occurrence 	

The Chancellors Group of Estate Agents Ltd ('CGEAL') is a member of the Tenancy Deposit Scheme – an approved scheme. Chancellors is proud to be a member of Property Redress Scheme. CGEAL is a member of the Propertymark Client Money Protection Scheme.

This document is intended as a summary of our standard fees and charges. We are happy to discuss varying our fees and charges based on your circumstances. Any variation must be agreed in writing – all oral discussions are subject to contract.