

LB Property Management Solutions Ltd.

All fees quoted are inclusive of VAT charged at 20% which is subject to change	Fully Managed	Let Only
Setup Fees	£260	One Month's Rent Plus VAT
Production of a Tenancy Agreement	£240 (Company Agreement) or £180 (Letting Agreement)	£240 (Company Agreement) or £180 (Letting Agreement)
Inventory of Contents	£190 (Furnished) £120 (Unfurnished)	£190 (Furnished) £120 (Unfurnished)
Check Out Procedure	£120	£120
Registering Tenant's Deposit	£46	£46
Credit Checking (relevant person)	£45	£45
Arranging Routine, Emergency Repairs and paying	12% of Gross Works	✗
Collecting Rental Payments	12% of Monthly Rent	✗
Marketing and Advertising on Multiple Platforms	✓	✓
Preparing Property Particulars	✓	✓
Professional Photographs	✓	✓
Conducting Viewings	✓	✓
Right to Rent Checks	✓	✓
Making Deductions from Deposit	✓	✓
Reimbursing the Deposit	✓	✓
Preparing Standing Order	✓	✓
Moving in Tenant	✓	✗
Chasing Arrears	✓	✗
Preparing Monthly Statements	✓	✗
One Free Inspection on the 6 th Month of the Agreement	✓	✗
Professional Software to Audit Maintenance	✓	✗
Arrange Annual Statements	✓	✗
Mediating Disputes	✓	✗
Taking Meter Reads	✓	✗

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Liaise with Utility Companies	✓	✗
Rental Valuation	✓	✗
Electing Not to Proceed with Tenant Through no Fault of Agency	£270	£270

Optional (Notices)		
Issuing Section 8 Notice	£90	£90
Issuing Section 13 Notice	£90	£90
Issuing Section 21 Notice	£90	£90

(Court Appearances)		
Associate Per Hour	£108	£108
Principal Per Hour	£215	£215

Additional Inspection	£60	£60
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(Health and Safety Requirements)		
Gas Safety Inspection	Circa £75	Circa £75
Carbon Monoxide Detector Install	Circa £90	Circa £90
Smoke Detector Install	Circa £90	Circa £90
EPC	Circa £100	Circa £100
Legionella's Test	Circa £120	Circa £120
Electrical Safety Inspection	Circa £180	Circa £180

Next review date will be December 2020, LB Property Management Solutions Ltd. Will provide a minimum of 2 months' notice in writing before any fee change.