



Kingswood

LETTINGS & PROPERTY MANAGEMENT

SCALE OF FEES

FOR LANDLORDS

as of October 2018

Full Management Service Fee	15% of Rent Due
Part Management Service Fee	12.5% of Rent Due
Letting Only Service Fee	10% of Rent Due
Letting Only Service Fee plus Deposit Protection	10% of Rent Due plus Tenancy Deposit Protection Fee below
Preparation of Tenancy Agreement	£ 100.00 (landlord's share)
Minimum Fee (in case of early termination)	£ 400.00
Issuing Notice of Seeking Possession	£ 60.00
Inventories / Schedule of Condition	Unfurnished Properties; £ 75.00 – Single Bedroom Property/Studio Flat £ 90.00 – 2 Bedroom Property plus £15.00 per Additional Bedroom(s) Furnished Properties; £ 90.00 – Single Bedroom Property/Studio Flat £ 105.00 – 2 Bedroom Property plus £ 15.00 – Additional Bedroom(s)
Tenancy Deposit Protection Cover	£ 50.00 plus Scheme Costs
Administration of NRL Tax Returns	£ 150.00 per annum
Re-Direction of Mail Overseas	Cost of Postage
Faxes & Overseas Telephone Calls	None

*Kingswood Lettings and Property Management are a member of The Property Ombudsman Approved Redress Scheme.
Kingswood Lettings and Property Management are a member of the Client Money Protect.*

We have been advised by HM Customs and Excise that the services which we currently supply are wholly exempt from VAT at present.