

Memberships and fees

Darlows are members of The Property Ombudsman independent redress scheme, a money protection scheme through ARLA Propertymark and are also members of safeagent.



Landlord fees	Fee*
Lettings Service Fee Including marketing, using portals and newspaper advertising, accompanied viewings and offer negotiations	4 weeks rent plus VAT If your weekly rent is £250, your 4 weeks rent + VAT would amount to £1,200
Discounted Letting Service Fee	2 weeks rent plus VAT If your weekly rent is £250, your 2 weeks rent + VAT would amount to £600
Enhanced Marketing Service Including marketing of your property using our exclusive social media technology, FLINK™	£165
Discounted Enhanced Marketing Service	£132
Tenancy Set Up Including producing the tenancy agreement, completion of paperwork, tenant referencing, registration of tenant's deposit and arranging pre-let works	£414
Rent Collection Including rent collection, arrears collection, accounting and renewal negotiation	12% of rent payable
Full Management Including property maintenance, property visit, service of notices, deposit negotiation together with all services applicable under rent collection	14.4% of rent payable
Extension Set Up Production of extension tenancy agreement	£180
Instruction of another agent during sole agency period – Administration Fee	£360
Withdrawal from a tenancy having instructed Darlows to proceed – Administration Fee	£360
Paper copies of statements of account	£3.00 per month
Tax retention and completion of documentation for HMRC	£99 per quarter
Administration Fee for the provision of NRL gross annual income and expenditure statement to HMRC	£50
Provision of a statement showing gross income and expenditure for the year	£120
Deposit scheme of flatfair dispute submission (where fully managed but expressly instructed not to conduct an inventory)	£300
Attendance at court/tribunal	£180 day/part thereof
Service of notices Administration Fee (Section 8 or 21) Where full management service is not taken	£250
Change of Sharer Fee	£60
Extra property visit	£46.80
Wait at property for landlord appointed contractor following an arranged appointment	£60 per hour/part thereof
Undertake partial or total furnishings for the property – Administration Fee	12% total value
Key Cutting Administration Charge	£30
Payment to a bank account held outside of the United Kingdom	£50 per payment made
Licensing Application Fee Where a landlord requires a HMO, Additional or Selective Licence for the property (N.B. This is an application service only and does not result in Darlows becoming the licence holder for the property).	£238.80
Rent Confirmation for Mortgage Provider Letter Fee	£50
Gas Safety Administration Fee - Arrangement of gas safety certificate where one is not provided at the commencement of the tenancy – Administration Fee	£54
Rent Administration Fee Where a landlord chooses to terminate our service but rental payments continue to be made to Darlows - Administration Fee (the landlord is responsible for informing all parties that rent should be directed to new agent).	£50 per payment made
Tenants costs of moving and renting (for tenancies which began prior to September 1st 2019)	Fee*
Early Release Fee Where a tenant wishes to end their tenancy outside of the agreed terms of the agreement, they agree to cover the loss incurred by the landlord as a result of the early termination	Price on enquiry
Late Payment of Rent Fee Where a rental payment is significantly delayed a fee will be applied on the payment due	£30 per arrears letter sent
Extension Set Up Fee Where a tenant and landlord agree to renew the tenancy agreement for a further fixed term	£118.80
Tenants costs of moving and renting (for tenancies beginning on or after September 1st 2019)	Fee*
Holding deposit In order to reserve the property	1 weeks rent
The Rent As agreed for the property and specified in the tenancy agreement	Subject to agreement
Security deposit or	6 weeks rent
flatfair Membership Fee Where a tenant opts to use the security deposit replacement scheme, flatfair	Price on enquiry
Late Payment of Rent Fee Where a rental payment is significantly delayed a fee will be applied on the payment due	£30 per late payment instance
Default of Tenancy Agreement Charge Where the actions of the tenant in default of their tenancy agreement cause the landlord to suffer a loss, the loss incurred will be passed on to the tenant. Full details of potential defaults can be found in your tenancy agreement	Price on enquiry
Early Release Fee Where a tenant wishes to end their tenancy outside of the agreed terms of the agreement, they agree to cover the loss incurred by the landlord as a result of the early termination	Price on enquiry

*All prices are inclusive of VAT unless expressly stated otherwise.

Darlows Lettings is a trading style of Spicerhaart Residential Lettings Limited (Registered in England and Wales no. 05304360)
Registered office: Colwyn House, Sheepen Place, Colchester, Essex, CO3 3LD.

DARLows