| Letting Service Pee Including marketing, using portais and newspaper advertising, accompanied viewings and marketing Service Including marketing of your property with our exclusive social media technology,27* Discounted Letting Service Neree Full Management or Rent Collection Service is taken27Enhanced Marketing Service Where Full Management or Rent Collection Service is taken61* Discounted Enhanced Marketing Service Where Full Management or Rent Collection Service is taken61* Occupation Contract Set Up Including producing the Occupation Contract agreement, completion of paperwork, Subject to a minimum fee of £60 incl. VAT per month where the rent is lower than or equal to £700 per month12Full Management Including rone try mainteance, property visit, service of notices, deposit negotiation together with all services applicable under rent collection subject to a minimum fee of £60 incl. VAT per month where the rent is lower than or equal to £700 per month61Management Takeover Setup Fee61Landlord proof of ownership admin fee63Instruction of another agent during sole agency period - Administration Fee63Withdrawal from entering into an Occupation Contract having instructed Darlows to proceed - Administration Fee63Paper copies of statements of account63Tax retention and completion of documentation for HMRC63Provision of a statement so faccount63Tax retention and completion of poet respont managed63Deposit scheme or fatfair dispute submission Where full management service63Change of Sharer Fee64Change of Sharer Fee65Provision of a stat | weeks rent plus VAT 'your weekly rent is £250, your 4 weeks rent + VAT would mount to £1,200 incl. VAT weeks rent plus VAT 'your weekly rent is £250, your 2 weeks rent + VAT would mount to £600 incl. VAT 185 incl. VAT |
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| **Discounted Letting Service Fee Where Full Management or Rent Collection Service is takenif is an and is a set of the product of the property with our exclusive social media technology.Enhanced Marketing Service Where Full Management or Rent Collection Service is takenE1**Occupation Contract Set Up Including producing the Occupation Contract agreement, completion of paperwork, contract agreement is lower than or equal to £700 per monthE1**Occupation Contract Set Up Including producing the Occupation Contract agreement, completion of paperwork, contract agreement including rent collection, areas collection, accounting & renewal negotiation12**Bull Management Including property maintenance, property visit, service of notices, deposit negotiation together with all services applicable under rent collection13**Extension Set Up Production of Fixed Term Standard Occupation Contract or Periodic Standard Occupation ContractE1Landlord proof of ownership admin feeE3Instruction of another agent during sole agency period – Administration FeeE3Paper copies of statements of accountE3Tax retention and completion of documentation for HMRCE9Administration Fee for the provision of NRL gross annual income and expenditure statement to HMRCE3Periovision of astatement showing gross income and expenditure for the yearE4Adtendance at court/tribunalE4Service of notices Administration Fee Included for Full Management serviceE4Adtendance at court/tribunalE4Service of notices Administration Fee Included for Full Management serviceE4Mait at property for landlord appointed contract appointment | your weekly rent is £250, your 2 weeks rent + VAT would mount to £600 incl. VAT |
| FLINK™CEDisconted Enhanced Marketing Service Where Full Management or Rent Collection Service is takenE1Coccupation Contract Set Up Including producing the Occupation Contract agreement, completion of paperwork, Contract-Holder referencing, registration of Contract-Holder's deposit and arranging pre-let worksE3Rent Collection Including property maintenance, property visit, service of notices, deposit negotiation together with all services applicable under rent collection subject to a minimum fee of Edo lincl. XJT per month where the rent is lower than or equal to £700 per month12Full Management Including property maintenance, property visit, service of notices, deposit negotiation together with all services applicable under rent collection contract16Management Takeover Setup FeeE1Landlord proof of ownership admin feeE3Instruction of another agent during sole agency period - Administration FeeE3Paper copies of statements of accountE3Tax retention and completion of Accumentation for HMRCE3Administration Fee for the provision of NLL gross annual income and expenditure statement to HMRCE3Provision of astatement showing gross income and expenditure for the yearE1Additional Property Visit In addition to those included in your terms of businessE4With at property for landlord appointed contractor appointmentE3Vatiendance at court/tribunalE4Service of notices Administration Fee Included for Full Management serviceE3Channes ta court for landlord appointed contractor appointmentE4With at property for landlord appointed contractor appoin | 185 incl. VAT |
| Coccupation Contract Set Up Including producing the Occupation Contract agreement, completion of paperwork, Contract-Holder referencing, registration of Contract-Holder's deposit and arranging pre-let worksEssRent Collection Including rent collection, arrears collection, accounting & renewal negotiation Subject to a minimum fee of E84 incl. VAT per month where the rent is lower than or equal to E700 per month12Full Management Including property maintenance, property visit, service of notices, deposit negotiation together Subject to a minimum fee of E84 incl. VAT per month where the rent is lower than or equal to E700 per month16Full Management Including property maintenance, property visit, service of notices, deposit negotiation together Subject to a minimum fee of E84 incl. VAT per month where the rent is lower than or equal to E700 per month16Management Takeover Setup Fee1112Landlord proof of ownership admin fee15Instruction of another agent during sole agency period - Administration Fee15Paper copies of statements of account15Tax retention and completion of documentation for HMRC15Provision of a statement showing gross income and expenditure statement to HMRC15Provision of a statement showing gross income and expenditure for the year16Negotiations of deductions from deposit or flatbond Not fully managed15Deposit scheme or flatfair dispute submission Where full management service16Change of Sharer Fee11Additional Property Visit In addition to those included for Full Management service12Change of Sharer Fee15Maria t property Visit In addition to | |
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| Gas Safety Administration Fee Arrangement of gas safety certificate where one is not provided at the commencement of the Occupation Contract £1 Rent Administration Fee Rent Payments made to landlord after termination of service £5 Rent and Legal Protection 4.4 | 450 incl. VAT |
| commencement of the Occupation Contract Inc Rent Administration Fee Rent Payments made to landlord after termination of service £5 Rent and Legal Protection 4.4 | 50 incl. VAT |
| Rent and Legal Protection 4.4 | 126 incl. VAT Inclusive of the cost of the inspection |
| Rent and Legal Protection 4.4 | 50 per payment made incl. VAT |
| - | .45% of rent payable |
| | p to £400 incl. VAT |
| Statutory Declaration Form Which requires witnessing by a solicitor £2 | 24 incl. VAT |
| Termination fees (Not payable if we have breached our contract with you): | |
| Termination of our contract hu you following accentance of an offer from a proposed contract, holder (but prior to grant | months rent plus VAT |
| Ba Termination of our contract by you during a fixed term occupation contract arranged by us wo | alance of any full management or rent collection fees that rould have been payable during the term of the occupation ontract |
| Contract-Holder's costs of moving and renting Fee | es or Charges |

| Contract-Holder's costs of moving and renting | Fees or Charges |
|--|--|
| Holding deposit In order to reserve the property | 1 weeks rent |
| The Rent As agreed for the property and specified in the Occupation Contract agreement | Subject to agreement |
| Security deposit or | 6 week's rent *calculation example: monthly rent x 12 divided by 52 x 6 |
| | One Week's Rent plus VAT (subject to a minimum fee of £172.80 incl. VAT) |
| 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 incl. VAT |
| Key Replacement Fee Where the keys have been lost or misplaced by the Contract-Holder | Up to £30 per key incl. VAT |
| Out of Hours Contractor Fee Where the reported issue has been caused by the Contract-Holder or Contract-Holder's visitors to the property | Cost of contractor fees incurred by the landlord to resolve this issue |
| Missed Contractor Appointment Fee Where the Contract-Holder misses a pre-arranged appointment with a contractor or refuses to allow a contractor entry to a property | Cost of contractor fees incurred by the landlord as a result of missed appointment |
| Early Release Charge Where a Contract-Holder wishes to end their Occupation Contract 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 | Landlord costs of re-marketing and setting up a new Occupation Contract Either the Landlord Letting Service Fee** or Discounted Letting Service Fee* and the Occupation Contract Set-Up Fee [†] as listed above |



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