

**IS AN ARLA LICENSED MEMBER**  
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CLIENT MONEY PROTECTION  
(CMP) PROVIDED BY: **ARLA**



INDEPENDENT REDRESS  
PROVIDED BY: **TPOs**



# FEES TO: LANDLORDS

[www.concentriclettings.co.uk/crewe](http://www.concentriclettings.co.uk/crewe)

## LEVEL OF SERVICE OFFERED:

Tenant find: 0% of rent (Inc VAT)	Rent collection: 8.4% of rent (Inc VAT)	Fully managed: 12% of rent (Inc VAT)
<p><b>INCLUDES:</b></p> <ul style="list-style-type: none"> <li>• Collect and remit initial months' rent received</li> <li>• Agree collection of any shortfall and payment method</li> <li>• Provide tenant with method of payment</li> <li>• Deduct any pre-tenancy invoices</li> <li>• Advise all relevant utility providers of changes</li> </ul>	<p><b>INCLUDES:</b></p> <ul style="list-style-type: none"> <li>• Collect and remit the monthly rent received</li> <li>• Deduct commission and other works</li> <li>• Pursue non-payment of rent and provide advice on rent arrears actions</li> <li>• Advise all relevant utility providers of changes</li> </ul>	<p><b>INCLUDES:</b></p> <ul style="list-style-type: none"> <li>• Collect and remit the monthly rent received</li> <li>• Pursue non-payment of rent and provide advice on rent arrears actions</li> <li>• Deduct commission and other works</li> <li>• Advise all relevant utility providers of changes</li> <li>• Arrange routine repairs and instruct approved contractors (providing two quotes)</li> <li>• Hold keys throughout the tenancy term</li> <li>• Make any HMRC deduction and provide tenant with the NRL8 (if relevant)</li> </ul>

## ADDITIONAL NON-OPTIONAL FEES AND CHARGES FOR FULLY MANAGED AND RENT COLLECTION

Setup Fee (Landlords Share): Setup Fee (Landlords Share): 90% INC VAT of the first months rent subject to a minimum of £450 INC VAT

- Agree the market rent and find a tenant in accordance with the landlord guidelines;
- Advise on refurbishment
- Provide guidance on compliance with statutory provisions and letting consents
- Carry out accompanied viewings (as appropriate )
- Market the property and advertise on relevant portals
- Erect board outside property in accordance with Town and Country Planning Act 1990
- Advise on non-resident tax status and HMRC (if relevant)

Inventory Fee (landlords share) £135 INC VAT

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