

# Lettings Tenant Finding Services and Fees

Services Included	Tailored Services (individual charges for individual services)	Let Only 75% + VAT (90% Inc. VAT) of first month's rent minimum of £450.00 including VAT	Rent Protection 75% + VAT (90% Inc. VAT) of first month's rent minimum of £450.00 including VAT  Plus £60 inc. VAT per month	Fully Managed 60% + VAT (72% Inc. VAT) of first month's rent minimum of £450.00 including VAT  Plus 12% + VAT (14.4% Including VAT) per month	Fully Managed + 60% + VAT (72% Inc. VAT) of first month's rent minimum of £450.00 including VAT  Plus 15% plus VAT (18% inc. VAT) per month
Free rental valuation	✓	✓	✓	✓	✓
Free marketing advice and Landlord legal obligations	✓	✓	✓	✓	✓
Advertising, full colour particulars and targeted marketing	£300 inc. VAT on completion of move in	✓	✓	✓	✓
To Let board	✓	✓	✓	✓	✓
Taking up references and credit checks	£120 inc. VAT per tenancy	✓	✓	✓	✓
Collection of deposit and holding in the Tenancy Deposit Scheme	£18 inc. VAT annually	£18 inc. VAT annually	£18 inc. VAT annually	✓	✓
Collection of first month's rent		✓	✓	✓	✓
Accompanied viewings		✓	✓	✓	✓
Preparation of the Assured Shorthold Tenancy Agreement	£120 inc. VAT per tenancy	✓	✓	✓	✓

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Preparation of the Inventory with photographs	Please ask for quote	Please ask for quote	Please ask for quote	✓	✓
Signing of the Tenancy Agreement	Included within preparation	✓	✓	✓	✓
Guarantors referencing and assessment	Included within tenant references	✓	✓	✓	✓
Organising Gas and Electric Safety Checks required*				✓	✓
Arrangement of specialist Landlords Buildings and Content Insurance*					✓
Key handover		✓	✓	✓	✓
Energy Performance Certificate	Please ask for quote	Please ask for quote	Please ask for quote	Please ask for quote	Please ask for quote
Periodic property inspection	£60 inc. VAT	£60 Inc. VAT	£60 inc. VAT	✓	✓
Collection and processing of monthly rentals			✓	✓	✓
Rent reminders to Tenant if necessary			✓	✓	✓

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Prompt payment of rent to Landlords by direct bank payment			✓	✓	✓
Monthly statement to Landlords by email			✓	✓	✓
Monthly statement to Landlords by post			£1.50 per month Inc. VAT	£1.50 per month Inc. VAT	£1.50 per month Inc. VAT
Services of relevant legal notice to Tenants	£108 inc. VAT	£108 Inc. VAT	£108 Inc. VAT	✓	✓
Arranging the move out and final property checks	Please ask for quote	Please ask for quote	Please ask for quote	✓	✓
Preparing a renewal tenancy agreement	£60 inc. VAT (only applicable if initial tenancy is drafted by Cobb Amos)	£60 Inc. VAT	£60 Inc VAT	£48 inc. VAT	✓
Rent and Legal protection	£250 inc. VAT for 12 months (as long as references completed by Cobb Amos)	£250 inc. VAT for 12 months up front	✓	NA	✓
Obtaining Land Registry Information	£6.00 inc. VAT	£6.00 Inc. VAT	£6.00 Inc. VAT	£6.00 Inc. VAT	✓