

# Schedule of Commission Fees and Charges



✓ = included in service level  
 + = included in service level at additional cost

	<b>Tenant Find</b> <b>10% +VAT</b> (12% Incl. VAT) of the first 6 months' rent (Minimum fee £600 incl. VAT)	<b>Rent Collection</b> <b>8% +VAT</b> (9.6% incl. VAT) <b>Set up fee</b> One week's rent plus VAT, subject to a minimum of £210 incl. VAT	<b>Full Management</b> <b>10% +VAT</b> (12% incl. VAT) <b>Set up fee</b> One week's rent plus VAT, subject to a minimum of £210 incl. VAT
Free rental appraisal	✓	✓	✓
Accompanied viewings	✓	✓	✓
Online advertising and marketing plan for Rightmove / On The Market and Sims Williams Website	✓	✓	✓
Tenancy agreement	✓	✓	✓
Right to Rent checks	✓	✓	✓
Tenant referencing	✓	✓	✓
Deposit Protection Facility <sup>3</sup>	+	✓	✓
Energy Performance Certificate (EPC) <sup>3</sup>	+	+	+
Gas Safety Certificate <sup>3</sup>	+	+	+
Professional schedule of condition / inventory <sup>1</sup>	+	+	+
Rent and legal protection cover <sup>2</sup>	+	+	+
Monthly landlord statements		✓	✓
Renewals / Rent reviews		✓	✓
Annual income and expenditure reports (on request)		✓	✓
Rent arrears and recovery		✓	✓
Serve all legal notices		✓	✓
Tenant checkout service and report		✓	✓
Deposit reconciliation		✓	✓
Property maintenance		✓	✓
Property inspections and report			✓
Arranging wear and tear / damage remedial work			✓

## Extra costs breakdown

1 Professional Schedule of Condition / Inventory		
No of Bedrooms	Unfurnished	Fully / Part Furnished
Studio	£108 incl VAT	Quotation available on request
1 Bedroom	£126 incl VAT	
2 Bedroom	£150 incl VAT	
3 Bedroom	£174 incl VAT	
4 Bedroom	£198 incl VAT	
5 Bedroom	£234 incl VAT	
6 Bedroom	£265 incl VAT	

2 Rent and Legal Protection
12 months cover

Price on application, depending on the level of cover required.

3 Miscellaneous	
Item	Cost
Renewal Fee	£120 incl VAT
EPC	£114 incl VAT
Gas Safety Certificate	£102 incl VAT
Gas Safety Certificate Including Service	£174 incl VAT
Electrical Installation Condition Report "EICR"	£162 incl VAT
Deposit Protection Facility (Tenant Find service only)	£60 incl VAT