

Rent Collection and Full Management Fees

If during the Sole Agency period other agents are instructed, the monthly commission rate will be increased by 1.8% including VAT.

Full Management Percentage of the rent payable for the full tenancy term (as defined) including all renewal periods. Payable monthly	18% of the rent (15% + VAT)
Rent Collection Service Percentage of the rent payable for the full tenancy term (as defined) including all renewal periods. Payable monthly	15.6% of the rent (13% + VAT)
Set Up Fee (This Fee includes a Tenancy Agreement and transfer and management of your utilities)	£438.00 (£365.00 + VAT)* *See HMO Compliance Set Up Fee if HMO Management selected.
Landlord Renewal Agreement	£198.00 (£165.00 + VAT)
Landlord Check-out Fee	1 Bed Unfurnished - £126.00 / Furnished - £132.00 2 Bed Unfurnished - £144.00 / Furnished - £156.00 3 Bed Unfurnished - £156.00 / Furnished - £180.00 4 Bed Unfurnished - £168.00 / Furnished - £198.00 5 Bed Unfurnished - £192.00 / Furnished - £228.00 6+ Beds – Prices on Request All prices inclusive of VAT
Premier Service	4.2% of the monthly rent (3.5%+ VAT) payable monthly
Compliance Indemnity Fee	£13.20 (£11.00 + VAT) per month
Either of the following Fees will apply should the Compliance Indemnity Fee not be applicable:	
• No Deposit Option Administration Fee	£4.80 (£4.00 + VAT) payable monthly
• Protection of the Tenancy deposit with The Dispute Service	£4.80 (£4.00 + VAT) payable monthly
Inventory and Schedule of Condition	1 Bed Unfurnished - £168.00 / Furnished - £186.00 2 Bed Unfurnished - £186.00 / Furnished - £204.00 3 Bed Unfurnished - £204.00 / Furnished - £222.00 4 Bed Unfurnished - £222.00 / Furnished - £240.00 5 Bed Unfurnished - £258.00 / Furnished - £276.00 6+ Beds – Prices on Request All prices inclusive of VAT
HMO Management Percentage of the rent payable for the full tenancy term (as defined) including all renewal periods, payable monthly.	2.4% of the rent (2% + VAT)* *In addition to the Full Management or Rent Collection Service Fee
HMO Compliance Set Up Fee (This Fee includes a Tenancy Agreement and transfer and management of your utilities)	£690.00 (£575.00 + VAT)
HMO Licence Application	£480.00 (£400.00 + VAT)
HMO Licence Renewal	£240.00 (£200.00 + VAT)
Annual HMO Licence Holder Fee	£180.00 (£150.00 + VAT) payable annually

scottfraser is a member of Propertymark (which includes their Client Money Protection Scheme) and The Property Ombudsman, being the largest lettings redress scheme in the UK



Introduction Only Fees

If during the Sole Agency period other agents are instructed, the commission rate will be increased by 20% including VAT of one months' rent.

Tenant Introduction Only Service	Equivalent to one month's rent plus VAT*. Payable prior to completion. £240 (£200 + VAT)* for any renewal or extension thereafter including periodic, payable on commencement of the renewal term. *Sole Agency
Protection of the Tenancy Deposit with The Dispute Service	£66.00 (£55.00 + VAT) payable on commencement of the tenancy
Inventory	1 Bed Unfurnished - £168.00 / Furnished - £186.00 2 Bed Unfurnished - £186.00 / Furnished - £204.00 3 Bed Unfurnished - £204.00 / Furnished - £222.00 4 Bed Unfurnished - £222.00 / Furnished - £240.00 5 Bed Unfurnished - £258.00 / Furnished - £276.00 6+ Beds – Prices on Request All prices inclusive of VAT
Check out Fee	1 Bed Unfurnished - £126.00 / Furnished - £132.00 2 Bed Unfurnished - £144.00 / Furnished - £156.00 3 Bed Unfurnished - £156.00 / Furnished - £180.00 4 Bed Unfurnished - £168.00 / Furnished - £198.00 5 Bed Unfurnished - £192.00 / Furnished - £228.00 6+ Beds – Prices on Request All prices inclusive of VAT

Standard/Additional Fees – applicable to all tenancies

Legal Fee (All charges are included if the Premier Service has been purchased) – Fees quoted below are inclusive of VAT

Providing fast track possession documents	£48.00
Court appearance notes	£120.00
Service of a Legal Notice for Possession*	£72.00

Additional Fees – Fees quoted below are inclusive of VAT

Carbon monoxide detectors and smoke alarms	Contractor installation invoice plus £32.40 for each alarm
Instruction of either a gas safety record or electrical certificate	Contractor invoice plus £30.00** arrangement
EPC (Energy Performance Certificate)	£90.00
Desktop MEES (Minimum Energy Efficiency Standards) Report	£48.00
Green Deal Assessment	£150.00
Service of a Legal Notice	£72.00
Amending a Tenancy Agreement at a Landlord's request to include endorsements	£60.00
Key cutting	Invoice value plus £12.00
Shopping Fee	Invoice value plus £42.00
Tax Provisions of a comprehensive annual Income and Expenditure Report suitable for submission with a tax return	£59.40
Project manage of behalf of the Landlord any major works exceeding £500 + VAT	12% of the contractor's invoice
Property Inspections and Visits Additional visits made by the agent to the property at the specific request of the Landlord	£42.00 per property visit

* Included in Managed Service

** £30.00 arrangement Fee included in Managed Service

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