

LETTING SERVICE CHARGES

<u>Letting and Property Management Service:</u>	18% including VAT (15% + VAT)
<u>Letting and Rent Collection Service:</u>	15% including VAT (12.5% + VAT)
<u>Letting Only Service:</u>	12% including VAT (10% + VAT)

The charges outlined in this agreement are based on a sole agency instruction. Where the Landlord instructs Robsons on a multi-agency basis, an additional fee of 2% + VAT (2.4% inclusive of VAT) will be applied to the standard rates.

TENANCY SET UP CHARGES (per tenancy)

Tenancy Agreement or Addendum <i>(Applies for all levels of service)</i>	£375 inclusive VAT
Deposit Registration <i>(Applies for each subsequent renewal)</i>	£75 inclusive VAT
Compliance <i>(Tenant Referencing & Right to Rent Checks, Anti-Money Laundering (AML) Identification Checks, Provision of Land Registry)</i>	£50 inclusive VAT

CHARGES ON APPLICATION

Supervision of major works	12% inclusive of VAT of cost of work over £600
Contractor visit charge <i>(Robsons to attend property)</i>	£150 PLUS VAT per hour
Tenancy Deposit Scheme (TDS) arbitration submission	£250 inclusive of VAT
Annual Statement	£50 inclusive of VAT
Issuing Notice(s) to seek Possession Section 8	£250 inclusive of VAT (per notice)
Management of Insurance Claims	15% of the overall value of the claim
Rent Review including service Section 13 notice and addendum	£150.00 inclusive of VAT
Property visit for rent collect and let only	£75.00 inclusive of VAT
Additional Property visit for managed properties	£75.00 inclusive of VAT

01923 822211
lettings@robsonswb.com
robsonswb.com

7 Clive Parade
Green Lane
Northwood HA6 2QF

ROBSONS

LATE PAYMENT

If payment is not received within the agreed timeframe, the Agent shall be entitled to charge interest at 4% per annum above Bank of England Base Rate from the date of invoice to date of actual payment.

REFUNDS

Fees paid are generally non-refundable once services have been provided. However, where a tenancy ends early or circumstances change, the Agent will ensure that any fees charged are fair, reasonable, and proportionate to the work carried out. The Agent does not give refunds on fees paid or those due for payment. However, if the tenant applies to terminate their tenancy before the end of the agreed term, and the Landlord agrees to the early surrender of the property. Upon the Landlord's instructions, the Agent will market the Property to attempt to secure a new tenancy covering the remaining period. The Agent's fees for the second letting will be as set out in the scale of fees section of this Agreement, less the proportionate part of the earlier fee relating to the overlap period, to ensure that the Landlord does not pay twice for the same period.

Should the Tenant or the Landlord exercise their right to serve the notice, the Agent's fee will be payable up to and including the last day of occupation only. If the fee was paid in advance the agent will credit the Landlords account with the overpaid commission and apply the reduction to the fee due on a new tenancy created. If the Landlord decides not to re-let with the agent, the agent will reimburse the balance of fees paid for the unexpired period after the lawful notice has expired.

