

Landlords Fees & Charges

All Fees are inclusive of VAT

Let only:	12% net of VAT 14.40% (subject to negotiation)
Rent Collection Only:	14% net of VAT 16.80% (subject to negotiation)
Fully Managed:	17% net of VAT 20.40% (subject to negotiation)
Minimum Fee:	£900.00 inclusive of VAT

For full description of each service please see our Landlord Guide

Tenant Referencing: per Tenant

Landlord Cost	£75.00 (incl. of VAT)	£62.50 net of VAT)
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Tenancy Agreement Fee & Administration fee:

Preparation of Assured Shorthold Tenancy Agreement		
Contract negotiation, including any amendments, clauses and agreeing terms. Progression and access to legal advice.	£250 + VAT	
£285.00 (net of VAT)	£342 (incl. of VAT)	inclusive of VAT £300

Deposit Registration Fee:

Let Only	£30.00 (incl. of VAT) 1 st year (incl. of VAT)	£25.00 (net of VAT)
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Managed & Rent Collection FOC 1st year.

All services thereafter	£30.00 annually (incl. of VAT)	£25.00 (net of VAT)
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Hubbard Torlot will hold ~Deposit on behalf of Landlord in TDS/DPS or My Deposit Schemes.

Check In & Check Out Fee: Each as follows:

Studio / 1 Bedroom Property	£132.00 (incl. of VAT)	£110.00 (net of VAT)	NB: If an inventory & check in are booked at the same time a 10% discount will apply on the total amount.
2 Bedroom Property	£150.00 (incl. of VAT)	£125.00 (net of VAT)	
3 Bedroom Property	£162.00 (incl. of VAT)	£135.00 (net of VAT)	
4 Bedroom Property	£180.00 (incl. of VAT)	£150.00 (net of VAT)	

Inventory Cost:

Studio/1 Bedroom Property	£132.00 (incl. of VAT)	£110.00 (net of VAT)	4 Bedrooms or more, prices on request.
2 Bedroom Property	£150.00 (incl. of VAT)	£125.00 (net of VAT)	
3 Bedroom Property	£162.00 (incl. of VAT)	£135.00 (net of VAT)	
4 Bedroom Property	£180.00 (incl. of VAT)	£150.00 (net of VAT)	

Check Out to be deducted when Notice is given

Over 4 Bedroom Property	Price on application
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335 Limpsfield Road
Sanderstead, Surrey CR2 9BY
T 020 8651 6679
E info@hubbardtorlot.co.uk
W www.hubbardtorlot.co.uk

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Gas Safety Certificate:
Renewable annually

Can be arranged if necessary & upon agreement

335 Limpsfield Road
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Electrical Certificate:

Can be arranged if necessary & upon agreement

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Energy Performance Certificate

2 Bedrooms or Less	£90.00 (incl. of VAT)	£75.00 (net of VAT)
3 Bedrooms or more	£114.00 (incl. of VAT)	£95.00 (net of VAT)

Additional Key cutting

All Properties	£18.00 per set (incl. of VAT)	£15.00 (net of VAT)
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Plus cost of Keys

ADDITIONAL LANDLORD FEES

Use of Landlords Own Tenancy Agreement

To be approved by our Solicitor	£180.00 (incl. of VAT)	£150.00 (net of VAT)
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Withdrawal Fee

If Landlord withdraws with prospective Tenant	£240.00 (incl. of VAT)	£200.00 (net of VAT)
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Guarantor Reference Fee

Landlord Cost	£60.00 (incl. of VAT)	£50.00 (net of VAT)
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Tenancy Renewal Fee

Renewal of new AST agreement	£240.00 (incl. of VAT)	£200.00 (net of VAT)
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Change of Tenant Fee

Preparation of new AST agreement	£228.00 (incl. of VAT)	£190.00 (net of VAT)
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Additional Referencing – per tenant	£60.00 (incl. of VAT)	£50.00 (net of VAT)
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Submission of Deposit Dispute

Fully Managed	£120.00 (incl. of VAT)	£100.00 (net of VAT)
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Rent Collect and Let Only	£180.00 (incl. of VAT)	£150.00 (net of VAT)
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Application for Landlord Licence – Overseas L/Lords only

Administration Fee	£504.00 (incl. of VAT)	£420.00 (net of VAT)
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Plus Licence Charge

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Oversee Major Works

Applies to major works over £600.00

Price on application

Submission of NRL Tax to HMRO

Overseas Landlords only

Admission charge per quarter in relation to forwarding monies to Inland Revenue on your behalf

£90.00 (incl. of VAT) £75.00 (net of VAT)

Tenants Fees & Charges

The only monies due would be the first months rent in advance and a 4 week security deposit.

Holding Deposit

Equivalent to one weeks rent per tenancy.

Lost Keys

The loss of any keys for the property could incur a charge up to £50.

Tenant Change

If a tenant changes at any point during the tenancy, an admin fee to record the new tenant will be due up to £50.

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