

LANDLORD SERVICES & FEES - 1st APRIL 2022

* Payable for each letting where the tenant is introduced by Elwy *

<p>1) Let Only Service – Unless stated otherwise, this includes the marketing, accompanied viewing, referencing, credit searches, deposit registration and tenancy agreement set up</p>	<p>1st month's rent set up including VAT (Subject to a minimum set up fee of £350 + VAT = £420)</p>
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<p>2) Marketing & Rent Collection Only - Unless stated otherwise, this includes the marketing, accompanied viewing, referencing, credit searches, deposit registration and tenancy agreement set up. This also includes the collection of rental payments each calendar month, subject to monthly commission</p>	<p>80% of the first month's rent set up fee + VAT PLUS 6% + VAT of rent received each month (Subject to a minimum set up fee of £350 + VAT = £420)</p>
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<p>3) Full Management Service – Unless stated, this includes the marketing, accompanied viewing, referencing, credit searches, deposit registration and tenancy agreement set up. This also includes the collection of rental payments each calendar month. Unless instructed otherwise, we would also be responsible for issuing safety checks and certificates, respond to any emergency maintenance work and carryout remedial repairs up to an instructed limit. Plus, two annual property visits with follow up reports and an annual rent review.</p>	<p>60% of 1st months' rent set up fee + VAT PLUS 9.5 % + VAT of rent received each month (Subject to a minimum set up fee of £350 + VAT = £420)</p>
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Recommended and additional to the above services:

Inventory & Schedule of Condition – (to include photographs and meter readings) –

For peace of mind, Elwy will conduct a thorough and detailed inventory. It forms as part of a legally binding contract between tenants and landlords.

£120 + VAT

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Gas Safety Certificate & Boiler Service – this is an annual safety certificate undertaken by Elwy Property Management, we are gas safe registered.	£70 + VAT
EPC – this certificate is issued every ten years and is undertaken by a Domestic Energy Assessor.	£80 + VAT
Electrical Safety Certificate – this test is conducted every five years by our NICEIC qualified electrician	£120 + VAT
Legionella Risk Assessment – Elwy Property Maintenance can arrange for a specialist to carry out a Water Bacteria Test at the property.	£100 + VAT
Smoke Alarms (Battery Operated), Fire Blanket or Carbon Monoxide Fitting – Elwy Property Maintenance will arrange to test and fit alarms where necessary. We will also fit fire blankets where needed.	£30 + VAT (Per alarm or Per blanket)
Replacement of 9v batteries during a Property Visit – Elwy will replace the batteries in the smoke alarms during their routine property visits.	£6 + VAT
Tenancy Agreement & Tenancy Renewal – at any time during a tenancy, a new agreement or renewal is requested by the landlord. This cost covers the negotiation, amending and updating the terms. This also includes arranging a further tenancy agreement (if required) once an initial term has been completed.	£120 + VAT (6 months) £180 + VAT (12 months)
Issuing Section Notices to tenants – Elwy will issue on request from landlord notices to tenants. This includes Section 8 and Section 21 notices. Elwy will either hand deliver or send the notices via first class delivery with proof of postage.	£45 + VAT
Rent Reviews & Section 4D Notice – Elwy will review the current rent based on the CPI and market conditions and send a notice to the tenant.	£40 + VAT
Void Property Inspection – where requested by the landlord, Elwy can conduct an inspection for properties that are not tenanted.	£30 + VAT (Per visit)
Additional Property Visit – where specified by a landlord, Elwy are to undertake an additional property visit. (This is in addition to the two property visits already included in the Fully Management Service)	£45 + VAT
Professional Hourly Rate – this is to include, court appearances, repossession applications, HMO applications/renewals, bailiff attendances, liaising with insurance assessors/companies or other bespoke service requested by the landlord.	£65 + VAT (An hour)
Additional Key Cutting – when instructed by a landlord for Elwy to have additional keys cut for their properties.	£8 + VAT (Per key)

Agent Switch Service – when a landlord chooses to switch managing agents to Elwy. We will collect keys, paperwork and complete all necessary checks in current property. Additional fees may be incurred.	FREE
Additional Quote from a non-approved Contractor – where the landlord requests Elwy to have a secondary quote from a contractor not approved by Elwy	£25 + VAT
Re-Registering with Rent Smart Wales – when a landlord has been requested by RSW to re-register after five years and the landlord requests support and help from Elwy.	£30 + VAT
DPS Statutory Declaration - this is to be completed by a solicitor if the security deposit is to be returned to the landlord and the tenant has not responded to a payment request within 14 days.	£60 + VAT
DPS Dispute Fee – this is to compile any evidence and relating documents to support the landlord's decision in either retaining the full security deposit or if deductions are to be made from the security deposit and are disputed by the tenant.	£80 + VAT
Overseeing of Major Work costing £1,000 or more – Elwy will charge a percentage of the work carried out by one of our approved contractors, this includes the initial quote, liaising with landlords and tenants, liaising with the contractor, site visits where photographs of work are taken and a routine inspection once work has been complete. This also covers communication during the work being carried out with the landlord.	10% of total costs + VAT
In-House Maintenance – any maintenance issues reported by tenants and the landlord has given permission to attend.	£25 + VAT (Per hour)
In-House Maintenance – Plumbing & Heating - any plumbing or heating issues reported by tenants and the landlord has given permission to attend. Elwy Property Maintenance will attend if the issues are deemed to fall under Health and Safety or considered an emergency i.e. – no heating/hot water, escape of water, gas leak etc.	£40 + VAT (Per hour)
Additional/Bespoke Services – these will be available on request	Negotiable
Cancelling a Contract During Tenancy – where the Landlord cancels Elwy's instruction to provide a Full Management service, Elwy will charge the minimum fee that would be payable for the Let Only service plus any other costs incurred, including a reasonable fee for the time management that has been provided. You have the right to cancel this contract within 14 days without giving any reason.	1st month's rent set up including VAT
Withdrawal – when a landlord withdraws from Elwy after marketing has taken place and viewings have been conducted. Elwy will charge the minimum fee that would be payable for the Let Only service plus any other costs incurred, including a reasonable fee for the time management that has been provided.	1st month's rent set up including VAT

Elwy may also receive commissions from: Contractors, Insurance Companies, Referencing Companies and Utility Providers