

TERRA COTTA – LANDLORD LETTINGS FEES EXPLAINED

RENT COLLECTION SERVICE – AFTER TENANT FEE BAN

TERRA COTTA COMMISSION:

8% + VAT
(9.6% including VAT)

OTHER FEES (ALL LANDLORDS) :

1. ADMINISTRATION/TENANCY AGREEMENT FEE £150 + VAT = **£180**
(to include agreeing terms, amendments & preparing the Tenancy Agreement)
2. REFERENCING (PER TENANT & GUARANTOR) £60 + VAT = **£72**
3. REGISTRATION OF DEPOSIT TO DEPOSIT SCHEME £85 + VAT = **£102**
(no charge if Landlord Registers Deposit)
4. RENT REVIEW FEE (REVIEWED ANNUALLY) £100 + VAT = **£120**
(to include serving section 13 notice if required; no charge if notice not served)
5. FEE TO PROVIDE EVIDENCE TO TRIBUNAL £100 + VAT = **£120**
IF RENT INCREASE IS DISPUTED

OTHER POSSIBLE UPFRONT COSTS TO CONSIDER :

EPC / GAS SAFETY CERTIFICATE / ELECTRICAL TESTING / PROFESSIONAL INVENTORY /
CLEANING / CARPET CLEANING / – **DETAILS ON REQUEST**

ANY OTHER FEES ?

IF THE TENANT PURCHASES THE PROPERTY 1.25% + VAT = **1.5%**
of the final sale price, including any fixtures & fittings

LESS any **COMMISSION** already charged by Terra Cotta during the tenancy

ADMINISTRATION FEE EACH TIME THE TENANCY IS AMENDED £100 + VAT = **£120**
& AN ADDENDUM PREPARED
(only charged if the Landlord requests the amendment)

CHARGE TO TRANSFER DEPOSIT TO LANDLORD £30 + VAT = **£36**
(if Landlord registering deposit)

CHARGE TO SERVE NOTICE ON TENANT From £350 + VAT = **£420**
(notice prepared by Landlord Action)

CHARGE TO SEND DOCUMENTS TO THE DPS £250 + VAT = **£300**
(if the tenants dispute the amount deducted from their deposit)

ALL TENANTS DEPOSITS ARE HELD AT THE DPS

TERRA COTTA ARE MEMBERS OF A CLIENT MONEY PROTECTION SCHEME

TERRA COTTA ARE MEMBERS OF THE PROPERTY OMBUDSMAN (A REDRESS SCHEME)