



The following charges apply for all Landlords renting through Harbour Estates

	New Landlords <u>Exc. Vat</u>	New Landlords <u>Inc. Vat @ 20%</u>
Preparation of tenancy agreement / admin charge	£200	£240
Use of Tenant / representative agreement / admin charge *	£200	£240
Use of Landlord / representative agreement / admin charge *	£400	£480
Addendum to tenancy agreement	£100	£120
Check-out 1 bed	£100-£145	£120-£174
Check-out 2 bed	£110-£160	£132-£192
Check-out 3 bed	£115-£175	£138-£210
Check-out 4 bed	£135-£200	£162-£240
Check-out 5 bed	£300	£360
Pre let / post let management only	£750	£900
Non-Resident Landlord admin charge	£360	£432
Charge for sending rent overseas	£15	£15
Abortive tenancy fee	£750	£900
Attending Court (rate per hour)	£200	£240
Providing copy rental statements (charge per statement)	£25	£30
DPS Deposit Disputes (rate per hour)	£200	£240
Letting and rent collection charge	11%	13.2%
Management only	6%	7.2%
Management during void periods (% of last weekly rent achieved)	3%	3.6%
Furnishing / refurbishment / major repairs (% of costs incurred)	12%	14.4%

* Higher charge only applies to the party whose agreement is used. Other party pays standard rate.