

PFK

SCALE OF CHARGES	FEE (including VAT unless stated otherwise.)
Tenancy Agreement, Referencing and Deposit Holding <i>Payable for each letting the landlord finds the tenants or new agreement for tenants already in situ.</i>	£ 450.00
Management Service <i>Our set-up fee includes all the marketing of the property, viewings carried out on your behalf, referencing of potential tenants, drawing up of tenancy agreements, inventory carried out by VeriSmart, holding and registration of deposit throughout tenancy with TDS</i>	The equivalent of one month's rent plus, VAT
Non-Managed Service <i>Our set-up fee includes all the marketing of the property, advertising and drawing up of the tenancy agreements (Viewings, Referencing, and Deposit holding can be done at an additional charge please see below)</i>	The equivalent of one month's rent plus, VAT
ADDITIONAL SERVICES	FEE (including VAT unless stated otherwise.)
Viewings to be carried out for non-managed clients <i>(Fee charged per viewing)</i>	£ 12.00
Referencing of potential tenants carried out for non-managed clients — <i>(Fee charged to Landlord)</i>	£ 50.00 per tenant
Deposit holding for non-managed clients. One-off payment at the start of the tenancy	£ 100.00
Inventory Service <i>(Included for managed properties)</i>	£ 264.00
Change of Agreement Admin Fee/ Tenancy renewal fee	£ 50.00
Take Deposit to Dispute <i>(Service only available to managed clients)</i>	£ 150.00
Section 21 or 8 Notice	£ 180.00
Instructing contractors on managed client's behalf <i>(Fully managed clients only)</i>	£ 12.00
Property sold to sitting tenant	£ 1800.00
Rent increase -Section 13 Notice	£ 24.00
Should the landlord withdraw after the property has been marketed/tenant referenced by PFK there is an administration fee of £ 250.00 inclusive of VAT. Repayment of overpaid service charges or rent will incur a £20.00 administration fee inclusive of VAT. To terminate the fully managed service the landlord must give PFK 3 months' notice, during this notice period the management fee of 14.4% inclusive of VAT of the agreed rent will continue to be deducted. VAT is payable at the prevailing rate on our all fees	