

Information for Tenants

We are a member of *Safeagent* (which includes their client money protection scheme) and The Property Ombudsman. Below is a list of fees and costs associated with renting a property through DLD Estates.

Holding Deposit

One weeks rent. This will be withheld if any prospective tenant and/or guarantor withdraws from the application process, fails a right to rent check, provides false or misleading information or fails to sign the tenancy agreement by the date mutually agreed upon successful referencing.

Security deposit

Five weeks rent, to be held in The Deposit Protection Scheme.

Unpaid Rent

5% above The Bank of England Base Rate. This charge will not be applied until the rent is more than 28 days in arrears.

Lost Key or Key Fob

Tenants are liable for the cost of replacing any lost keys or key fob. If the loss results in the lock needing to be changed, the tenant is liable for all associated costs, including keys for themselves, landlord and agent.

Variation of Contract at Tenants request

£50 including VAT per variation to cover contract preparation costs.

Change of Sharer at Tenants request

£50 including VAT per replacement tenant to cover contract preparation costs.

Early termination at the Tenants request

All costs associated with re-letting the property, including landlords referencing costs for new tenants and inventory, all rent and bills up to the date the new tenant moves in. These costs will not exceed the total amount owed for the remainder of the tenancy.

Information for Landlords

Services

Let Only Service

Our commission is 5% of the total gross rent due for the 1st year of the tenancy (or 10% of 1st six month's rent). Commission is to be paid in one instalment. For example, for a rent amount of £1000 per month, the fee payable would be 5% of £1000 (£50), multiplied by 12 months, which comes to £600 (i.e. £50 x 12) plus VAT (20% of £600=£120). In total, the cost would be £720 inclusive of VAT.

Rent Collection Service

For example, for a rent amount of £1000 per month, the fee payable would be 7.5% of £1000 (=£75) plus VAT (20% of £75 = £15). In total, the monthly fee would be £90 inclusive of VAT.

Full Management Service

Our commission is 10% of the total gross rent due for the entire agreed term of the tenancy. Commission is deducted from the rent as it is paid to the landlord, usually on a monthly basis. For example, for a rent amount of £1000 per month, the fee payable would be 10% of £1000 (=£100) plus VAT (20% of £100= £20). In total, the monthly fee would be £120 inclusive of VAT.

All fees are subject to VAT (Vat Registration No: 411527824)

Letting Services

Included in all our services:

- Tenant Finding
- Advertising your property for rental
- Marketing your property for rental
- Employment / Previous Landlord references
- Identity verification
- Credit Search

Please note that the Government does not allow us to charge tenants for referencing or inventories any more so this is chargeable to the Landlord.

		Let Only	Rent Collection	Full Management
Services Offered	Property Marketing, Advertising & Tenant Finding	✓	✓	✓
	Full Referencing & Credit Checking £100 per person payable by Landlord	✓	✓	✓
	Initial AST		✓	✓
	Deposit & Initial Rent Collection		✓	✓
	Rent Collection (for duration of agreement)		✓	✓
	Ensuring the property is legally fit for rental (Certification)		✓	✓
	Initial Inventory & Photos Taken £100 - £300 charged to Landlord depending on size of property			✓
	Deposit Protection			✓
	Notify all Utility Companies and Authorities of New Tenant Details			✓
	Obtaining quotes for repairs			✓
	Periodic Inspections & Photos (if necessary)			✓
	Serving notices to tenants			✓
	All contact from tenants will be through Our Agency			✓
	24 hr Emergency Contact line for tenants			✓
	Emergency repairs arrangement			✓
	Final inventory & Dilapidations List			✓
	Arrears Chasing			✓
	Obtaining quotes for landlord/rent guarantee insurance			✓
	Free Contract Renewals			✓
	Free Property Advice			✓

Information for Vendors

We currently only act as Selling Agents for properties on a sole agent basis. Our charge for this is 1% (+VAT). For example, on a £300,000 property, 1% = £3000. Including VAT (at 20%), the fee payable would be £3600 in total. This service includes:

- Valuation of the property including strategy to achieve the vendor's preferred outcome and advice on improvements that may add value.
- Marketing of the property on top property portals including Zoopla, Prime Location and On The Market. Property will also be cross referenced with existing purchasers on our databases.
- Shop front advertising and direct marketing to known and trusted investors.
- Once an offer has been made, we will track and - where necessary - chase conveyancers, mortgage lenders and all other parties to ensure the sale is as smooth and efficient as possible.
- Assistance with exchange and handover of keys and other necessary processes to aid in your sale.