

## SCALE OF CHARGES

January 2021

1.1 - Introduction Only Service	£200.00 + Vat
1.2 - Let Only Service	£300.00 + Vat
1.3 - Letting and Rent Collection Service	Set up fee of £300.00 + Vat for the first month and 8% (+ Vat) of the monthly rent due thereafter, deducted by the Agent
1.4 - Full Management Service	Set up fee of £300.00 + Vat for the first month and 10% (+ Vat) of the monthly rent due thereafter, deducted by the Agent

The fees under the above service are payable when any individual or organisation enters into an agreement to rent the Property as a result of our promotion, introduction, or viewing by the Agent.

## ADDITIONAL CHARGES

The following add-on services are available if required. These are all charged at £75.00 plus VAT per service.

- Tenancy Agreement Administration Fee
- Additional 3rd party referencing
- Photographic Inventory Services
- Professional hourly rate
- Tenant check In visit
- Tenant check out visit
- Void Property inspection
- Periodic property inspection

Duplicate statements and income and expenditure reports are charged at £10.00 and £25.00 respectively

VAT is payable at the prevailing rate on all our fees.

**Towns & Crawford Estate & letting Agents**

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