

Manolia Homes Property Services Ltd Fees

Administration/contract fee

£200 including VAT per person will be payable when an offer is agreed subject to contract and References.

Before the tenancy can proceed you need to provide us with a photo ID in the form of a passport or EU driving licence.

Additional Tenant fee

£60 including VAT per person

Referencing Fee including right to rent and credit check

£60 including VAT per person

Guarantor Fee

£25 including VAT per person

Pet Deposit

Further 2 weeks added the deposit totalling 8 weeks of the agreed rental amount.

Check in-Check out/Inventory Fee

This is variable depending on the size of the property and if furnished.

Check-in and check-out

Manolia Homes Property Services Ltd will be instructed by the landlord as to what arrangements are to be made for the inventory and check-in. Unless agreed otherwise, the landlord will be responsible for the cost of the inventory and check-in and the tenant will be liable for the cost of the check-out (and any missed appointments). We advise you to make yourself available for the check-in and check-out. The charge may vary depending on the Inventory Clerks independent charges.

Rates between £100 - £250 inclusive of VAT

Renewal of tenancy

£60 including VAT to cover our administration costs. Payment of rent the first instalment of rent must be paid in cleared funds when you sign the tenancy agreement. Subsequently, rent is payable by standing order (unless agreed otherwise) to arrive on the due date as mentioned in the tenancy agreement. This means that the standing order must be set up so that the funds leave your account three days before the rent is due.

Deposit

A deposit equivalent to six weeks' rent must be paid in cleared funds when you sign the tenancy agreement (unless agreed otherwise) and is held by the DPS for the duration of the tenancy in accordance with their terms and conditions. Where applicable the Agent may hold the deposit on the landlords behalf.

Out of Hours Service

£25 per hour inclusive of VAT

Lost Key Fee

Cost of cutting key plus £25 admin fee (varies dependant on lock)

Returned Payment Fee

£30 inclusive of VAT

Arrears Fee

All arrears of rent or other monies due to the Landlord will bear interest at 5% per annum over Barclays Bank Plc's base lending rate calculated on a daily basis from the day due until payment in full is made

Change of Tenant Fee

£150 inclusive of VAT

Management of the property

At the start of the tenancy we will advise the tenant who is responsible for managing the property. This is not always Manolia Homes Property Services Ltd. Where we are not managing the property we cannot authorize any repairs or maintenance or guarantee the speed at which repairs will be carried out. Where we are managing the property, we may have to obtain the landlord's consent before proceeding with a repair. Where we manage a property and hold keys, we can usually provide access to Manolia Homes contractors (with your permission). However, where we do not hold keys or the contractor is not willing to collect keys, it is your responsibility to provide access.

Insurance

It is the tenants responsibility to insure their belongings throughout the tenancy.

Utilities

The tenant is liable for the payment of telephone, gas, water and electricity accounts at the property during their tenancy, as well as the council tax (Unless agreed otherwise).

It is the tenants responsibility to notify the relevant companies and the local authority that you are moving into/out of the property. The tenant is also responsible for ensuring that a valid television license remains in place for the duration of the tenancy. Utility companies will also always require the occupant to provide access for any visit.

Taxation If you pay rent directly to your landlord's bank account and your landlord is resident overseas, you will be responsible for applying the provisions of the HM Revenue and Customs Non-Resident Landlords scheme for taxing UK rental income and should ask us for advice on this. These provisions do not apply where you are paying your rent to Manolia Homes Property Services Ltd.