

# HARROGATE - OUR SERVICES AND FEES

## TWO LEVELS OF RESIDENTIAL LETTING SERVICE

**Letting Only Service** payable in advance 60% of the first month's rent inc VAT (50% + VAT)

**Letting, Rent Collection & Management Service** taken instalments as the rent is payable 12% inc VAT (10% + VAT) of the rent and a set up fee of £420 inc VAT (£350 + VAT)

## TENANCY DOCUMENTATION AND DEPOSIT REGISTRATION

A set up fee as outlined below will be payable from the first month's rent for the preparation of our standard Tenancy Agreement and Deposit Registration. Carter Jonas LLP will register the deposit with the Tenancy Deposit Scheme.


Letting Only Service (covered in initial advance payment)

Letting, Rent Collection and Management Service set up fee £420 inc VAT (£350 + VAT)

**Please enquire about any seasonal offers from our staff.**

<b>Our services include</b>	<b>Letting only</b>	<b>Letting, rent collection &amp; management</b>
Advice on pre-letting prospects and market rent	●	●
Advice on statutory duties	●	●
Arranging an EPC (Energy Performance Certificate)*	●	●
Producing property details, marketing and advertising	●	●
Conducting viewings & negotiating offers and terms	●	●
Applying for references and Right to Rent check	●	●
Preparation of documentation*	●	●
Membership of Tenancy Deposit Scheme*	●	●
Inventory preparation, check in and check out*		●
Arrangements for electric and gas safety records*		●
Cleaning arrangements* & transferring of utilities		●
Dealing with ongoing receipt of rent		●
Payment of invoices		●
Submitting a statement of account to the Landlord		●
Attending to day-to-day maintenance including minor repairs		●
Carrying out property visits		●
Preparing and serving notices*		●
Negotiating and arranging the deposit return		●

\*Depending on your particular requirements, other fees may apply and more information on these fees is given in our terms of business. Please ask the lettings team for a copy.

 Carter Jonas is proud to be a member of The Association of Residential Lettings Agents (ARLA Propertymark). ARLA Propertymark is the UK's foremost professional body for letting agents: [arla.co.uk](http://arla.co.uk)



Carter Jonas is regulated by RICS which funds a client money protection scheme. Clients who entrust money to firms regulated by RICS are protected in the unlikely event that the money is mishandled: [rics.org/uk](http://rics.org/uk)



Carter Jonas is a member of The Property Ombudsman redress scheme. We are proud of the service we provide to our clients, but should you wish to contact the ombudsman: [tpos.co.uk](http://tpos.co.uk)

# Carter Jonas