



## Johnson's Letting Services Fees

Please refer to the "[Our Letting Services](#)" tab on our website for information on what is included with each of our services. We understand that our landlords and properties may have different requirements so contact us in the first instance to discuss your bespoke service package.

Letting Service	Standard Fee
Fully Managed	15%
Tenant Find with Rent Collection	12.5%
Tenant Find Only	10%

## Landlord Charges for Additional Services

Additional Services	Charges
Preparation of an Inventory and Schedule of Condition on behalf of the Landlord by an inventory clerk. The cost of the preparation of the Inventory is borne by the landlord.	Dependent on size of property, estimates will be given upon request
Checking and making any alterations requested by your solicitor to our standard Tenancy Agreement.	£200 plus VAT
Service of Notices to terminate a tenancy.	£100 plus VAT
Visits during a void period using our caretaking service.	£40 plus VAT per visit
Instructing contractors during a void period or if we are not managing the premises will incur an administration fee payable in advance together with the cost of the contractor. This service is only offered provided we have written instructions from the Landlord and hold sufficient cleared funds to cover the cost of the work plus our fees.	£75 plus VAT
For supervision of any work in excess of £500.	£75 plus VAT for up to one hour, then £75 plus VAT per hour thereafter
Supervise the partial or total refurbishment of the premises.	10% plus VAT of the total cost of the work
If the Landlord is not resident in the UK, we will charge an administration fee each quarter for tax retention and completion of the documentation required by the Centre for Non-Residents.	£50 plus VAT each quarter
Registering a deposit with a government approved deposit protection service or zero deposit insurance scheme (Charge only applies to Tenant Find Only service).	£50 plus VAT paid annually in advance per deposit

Preparation of documentation for County Court proceedings or deposit scheme adjudication.	£150 plus VAT plus our reasonable costs and expenses
Attendance at court or any tribunal on your behalf.	£75 plus VAT per hour plus our reasonable costs and expenses
Duplicate statements can be provided to you or your accountant.	First duplicate statement is free of charge, £5 plus VAT per statement thereafter
We will make a charge for photocopies	25p per sheet
The cost of advertisements in specialist publications, preparation of brochures detailing the particulars of the premises including photographs (where applicable) will be subject to an additional charge.	Full details will be provided on request
Overseas and long-distance telephone calls and faxes.	Current British Telecom standard rates plus VAT
Consultancy is offered on request. This service includes additional visits to a premise if we are not managing, serving a notice under Section 13 of the Housing Act 1988, waiting time at a property, having extra sets of keys cut, arranging cleaning prior to start of a tenancy, arranging safety checks, arranging installation of smoke alarms or carbon monoxide alarms, arranging an Energy Performance Certificate or obtaining consent from a lender or a superior.	£75 plus VAT per hour, plus travel and other reasonable expenses and costs