

RESIDENTIAL PROPERTY MANAGEMENT & LETTING SCALE OF FEES

Please find set out below, CHARLES KIMBELL Residential Property Management and Letting services and scale of charges.

NB. Final Agreed Fee rates will depend upon property valuation and will reduce by 1% per property for more than 1 property to a minimum of 8 %.

MANAGEMENT AND LETTING COMBINED FEE (full service package)

Sole Agency for first year [maximum]	-	12% (subject to rental value)
Second and further years (same tenant)	-	1% off per annual renewal to a minimum of 8% if no initial discount.

LETTING ONLY FEE (We find tenant, do the inventory and renew agreements and insurance)

First year	-	10 % if SOLE AGENCY
Second and subsequent years (same tenant)	-	9 %

Rent Guarantee warranty cost is inclusive in the management fee.

MANAGEMENT ONLY FEE (Landlord finds/supplies own tenant - we then manage the let)

First year's Management	-	10 %
Second and subsequent years (same tenant)	-	9 %

The above figures relate to the period the tenant(s) remain in the property and/or term of Tenancy Agreement.

INTRODUCTION ONLY FEE (We find tenant and reference them)

Subject to a minimum of £250.00	-	50% of one months rent
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In the case of introduction only if the tenancy is renewed we recommend that the Rent Guarantee warranty is extended at a cost of £100.00 inclusive per every extra twelve month period.

Note: Applicable to all above - a Cancellation fee is payable if a tenant has been referenced and then the Landlord withdraws the property, having prior knowledge that the applicant is/has been referenced. Fee will be no more than £100.00 plus vat.

RENT COLLECTION ONLY

This service is for Clients who are out of the Country and who wish the rent to be monitored by this Company. (We cannot be held responsible for non-payment of rent).

-	5% of rent received
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INSPECTION ONLY

We will inspect the property on your behalf and report back to you on the state of the interior and furnishings.

-	£50.00
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ADDITIONAL MONTHLY INSPECTIONS

Should you require monthly inspections instead of three monthly as is included in the combined Management/Letting fee

-	£25 per visit
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TERMINATION OF INSTRUCTION

It is agreed that either party may terminate the business relationship by giving three months notice in writing. Fees will be payable during this period. If a tenant buys their rental property then fees are payable for the outstanding period of tenancy term left. No sale fees are charged by Charles Kimbell.

All above charges/fees are subject to Value Added Tax and inflation.

REPAIRS

We do not levy an additional charge for co-ordination of repairs/building works to your property except when the value of repairs exceed £300.00 We then charge a co-ordination charge of 10% of the total costs of the work. This also applies to Insurance claims relating to repairs.

TERM OF TENANCY

The term can vary from one month to one year renewable however, we recommend the longer let as this will keep the cost of Inventory down and less wear and tear on the property.

MORTGAGE COMPANY

We advise you to inform your Mortgagee of any proposed letting as you will need their consent, (they usually charge a fee for documentation).

INSURANCE

As an authorised and regulated FSA firm, registration number 309886, we can offer a variety of specialist Landlord buildings and contents insurance products, which can cover for accidental damage and malicious damage by tenants. These products are available even if we do not manage/let your property, please contact us for details and to arrange a quotation.

Overseas Landlords should leave copies of all Insurance Policies with this office in case of claims. We recommend you notify your Insurance Company for extra cover to include tenants in residence and check to ensure that by renting your property out your insurance policy is not invalidated.

INCOME TAX

As your Managing Agent, we are liable for payment of taxes on unearned income should you be **resident outside the United Kingdom**. For this reason, we retain 20% of the gross rent received in a current account for the Inland Revenue. When your accountant assesses your account with us and we receive a statement from the Inland Revenue, then and only then are we obliged to release funds from that account. Overseas Landlords can apply for tax exemption - please contact your local tax office for details.

RISKS INVOLVED IN LETTING YOUR PROPERTY

We must stress, in letting your property, there are risks involved:

1. Tenants non-payment of rent.
2. Tenants using deposit as rent (not paying final months rent).
3. Tenants not vacating the property on expiry of tenancy.
4. Tenants having more people in residence than agreed.
5. Tenants failing to attend Court for non-payment of rent.
6. Tenants not reporting damage at the property in good time.
7. Tenants neglecting the property (not cleaning/having pets/smoking).

For the above reasons, it is advisable to employ a Managing Agent and to utilise the “safety net” insurance policies available. Charles Kimbell however, CANNOT be held responsible for the above occurrences. However as your Managing Agent, we will act on your behalf, negotiate and implement your instruction within the confines of the Law of Property and Rent Acts, advise you on Property Management and Letting issues and assist you in every way within our capacity.

INDEMNITY

The owner of the property undertakes to ratify whatsoever the Agents shall lawfully do by virtue of this Agreement and to indemnify them against all costs and expenses properly incurred by them.

DISCLAIMER

The agent will not be under any liability which may be imposed directly upon the agents by reason of any present or future statutory or similar provision unless such responsibility is the subject of express written instructions to the agent which have been accepted by the agent in writing and the indemnity contained in the indemnity clause hereof shall apply accordingly.

