

OUR SERVICES & FEES

Lettings & Property Management



LONDON | MONACO

Our Services Include	Letting Only	Let & Rent Collection	Let, Rent Collection & Management
Advice on pre-letting prospects & market rent	✓	✓	✓
Advice on statutory duties	✓	✓	✓
Arranging an EPC*	✓	✓	✓
Producing property details, marketing & advertising	✓	✓	✓
Conducting viewings, negotiating offers & terms	✓	✓	✓
Applying for references	✓	✓	✓
Preparation of documentation*	✓	✓	✓
Membership of Tenancy Deposit Scheme*	✓	✓	✓
Inventory preparation, check-in & check-out*			✓
Arrangements for electrical & gas safety records*			✓
Cleaning arrangements* & transferring of utilities			✓
Dealing with ongoing receipt of rent		✓	✓
Payment of invoices			✓
Submitting a statement of account		✓	✓
Attending to day to day maintenance including minor repairs			✓
Carrying out property visits			✓
Preparing & serving notices*	✓	✓	✓
Negotiating & arranging 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.

Landlord Fees

Letting Only Service

For the initial term and any renewal or extension payable in advance up to the break clause (if any)

11% + VAT (13.2% inc. VAT)

Letting & Rent Collection Service

For the initial term and any renewal or extension payable in advance up to the break clause (if any)

12.5% + VAT (15% inc. VAT)

Letting, Rent Collection & Management Service payable in advance

For the initial term and any renewal or extension payable in advance up to the break clause (if any)

16% +VAT (19.2% inc. VAT)

There is a minimum fee of £1200 including VAT for all the above Services or the percentage of the fee for each Service being the equivalent of six months' commission whichever is the greater even if not negotiated by Pastor Real Estate

Withdrawal from an Agreed Offer	£300.00 including VAT
Sales Commission if Tenant purchases the Property	1.2 % of the purchase price including VAT
Consultancy for the following (for non-manged properties): <ul style="list-style-type: none"> · additional visits to a Property if we are managing; · waiting time at the Property; · having extra sets of keys cut; · arranging cleaning prior to the start of a Tenancy if not managing; · arranging safety checks; · installation of smoke alarms or carbon monoxide detectors; · obtaining consent from a lender or a Superior Landlord; 	£ 60.00 each including VAT
Preparation of an Inventory by an inventory clerk	£140 - £240 including VAT
Preparation of the Pastor Real Estate Standard Tenancy Agreement	£300.00 including VAT
Preparation of an Extension Agreement for the Tenancy	£120.00 including VAT
Visits during a void period for each visit	£50.00 including VAT
Registration for the Tenancy Deposit Scheme:	£36.00 including VAT
Refurbishment works in excess of £1,000 – Arrange & Project Manage	10% + VAT of total cost of works
Preparation of documentation for Court proceeding or TDS adjudication	£60 including VAT per hour
Attendance by Pastor Real Estate at Court or a tribunal on behalf of the Landlord	£120 including VAT per hour <i>(plus the reasonable costs and expenses of Pastor Real Estate)</i>
Vacant Management Service	£360 including VAT