

LANDLORD FEES		
CORE FEES	Lettings Service	Managed Service
Upfront Marketing Fee payable from 1 st months rent	£300 (net £250)	£510 (net £425)
Commission Fee payable monthly	Year 1 - 7.2% (net 6%) per month of rental amount Year 2 - 6% (net 5%) per month of rental amount Year 3 - 6% (net 5%) per month of rental amount	£12% (net 10%) per month of rental amount
Referencing Fee payable from 1 st months rent	£60 (net £50) per Tenant £60 (net £50) per Guarantor	
Management Takeover Fee	£300 (net £250)	
ADDITIONAL FEES MAY APPLY		
Withdrawal Fee for failed Tenancy Start	3 Months fee	
Withdrawal Fee post Tenancy Commencing	1 Months fee	
Deposit		
Initial Deposit Registration	£30 (net £25) initial set up fee & £3.60 (net £3) monthly thereafter	
Renewing Registration in Subsequent Years	£18 (net £15) initial set up fee & 3.60 (net £3) monthly thereafter	
No Deposit Scheme	£40 (net £33.33) per annum	
Compliance Checks and Certificates		
Gas Safety Record	£120 (net £100)	
Gas Safety Record & Service	£150 (net £125)	
Smoke & Carbon Monoxide Alarm Check	£60 (net £50)	
1) Additional / Replacement Battery Alarm	£102 (net £85)	
2) Additional / Replacement Hardwired Alarm	*Subject to additional cost whilst on site	
3) Additional / Replacement Heat Detector Only	*Subject to additional cost whilst on site	
4) Relocation of Alarm	£18 (net £15)	
Electrical Installation Condition Report (EICR)	£225 (net £187.50)	
Portable Appliance Test (PAT)	£115 (£95.83)	
EICR & PAT	£340 (net £283.33)	
Legionella Risk Assessment	£120 (net £100)	
Energy Performance Certificate (EPC)	£114 (net £95)	
HMO		
Fire Risk Assessment	£600 (net £500)	
HMO Emergency Lighting		
Annual EML Service	£114 (net £95)	
Monthly EML Flick Switch Testing	£15 (net £12.50)	
HMO Fire Alarm Panel		
6 Monthly HMO fire panel service	£114 (net £95)	
Annual HMO interlinked fire alarm service	£114 (net £95)	
Monthly HMO Fire Alarm Panel Testing	£15 (net £12.50)	
Weekly HMO fire exit & EML call point test	£15 (net £12.50)	
Rent and Legal Protection		
£0 – £500	£40.80 (net £34)	
£501 - £1000	£42 (net £35)	
£1001 - £1500	£44.40 (net £37)	
£1501 – £2000	£44.40 (net £37)	
£2001 - £2500	£45.60 (net £38)	
£2501 - £3000	£50.40 (net £42)	
£3001+	3% plus VAT of the monthly rent - eg. 3% plus VAT of £3,500 pcm = £126 (net £105)	
Property Condition Assessment		
	Inventory Check In & Schedule of Condition	Checkout
1 bed property	£180 (net £150)	£144 (net £120)
2 bed property	£180 (net £150)	£144 (net £120)
3 bed property	£198 (net £165)	£180 (net £150)
4 bed property	£216 (net £180)	£180 (net £150)
5+ bed property	Minimum £240 (net £200)	£240 (net £200)
Accounts		
Providing an Annual Statement for Tax Assessment	£100 (net £83.33)	
Income and Expenditure Report	£100 (net £83.33)	
Providing copy of Monthly Statement BY POST	£30 (net £25)	

LL Failure to Apply for Approval Number from Inland Revenue	£90 (net £75) per quarter	
Fire Risk Assessment		
1-2 Bed	£217.11 (Net £180.92)	
3 Bed	£236.84 (Net £197.37)	
4 Bed	£250 (Net £208.33)	
5 Bed	£263.16 (Net £219.30)	
6 Bed	£276.32 (Net 230.26)	
7 Bed	£289.47 (Net £241.23)	
8 Bed	£302.63 (Net £252.19)	
9 Bed	POA	
Fire Blanket Installation		
Fire Blanket Installation	£98.68 (net £82.24)	
Fire Blanket Annual Service	£15 (net £12.50)	
Misc		
Licence Application Fee(s):		
1) HMO	£510 (net £425)	
2) Additional	£400 (net £333.33)	
3) Selective	£360 (net £300)	
Floorplan	£99 (net £82.50)	
Court / Bailiff Attendance / First Tier Tribunal Fee	£300 (net £250)	
Court / Bailiff Attendance Minimum 2 hour charge	£120 (net £100)	
Court / Bailiff Attendance (For Each Additional Hour)	£60 (net £50)	
Completing a Statutory Declaration	£30 (net £25)	
Section 13 Notice Fee	£180 (net £150)	
Submitting a Deposit Dispute	£180 (net £150)	
Visit to Property to Locate Meter or Access	£30 (net £25)	
Caretaking of Empty Property at the Request of the Landlord (Please note: This service is not available for Let Only properties.)	£30 (net £25) per week	
Arranging and Supervising Major Building or Refurbishment Work (Please note: John Shepherd employees are NOT qualified / trained Project Managers. This service is only available on Managed properties.)	12% (net 10%) of total cost of works	
Preparation and service of a Section 8 Notice	Lettings Service	Managed Service
	£270 (net £225)	£250 (net £208.33)
Sales commission if tenant purchases property	To be agreed between parties	
Additional Keys	£30 (net £25)	
Float	£300 (net £250)	
AML Fees		
Landlord Check	£21 (£17.50 net) per person	
Tenant Check	£21 (£17.50 net) per person	
Proof of Ownership	£7 (£5.83 net)	

JOHN SHEPHERD LETTINGS LIMITED IS PART OF LOMOND, THE TRADING NAME OF CHIANTI HOLDINGS LTD.
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