



# Kingswood

LETTINGS & PROPERTY MANAGEMENT

## SCALE OF FEES FOR LANDLORDS

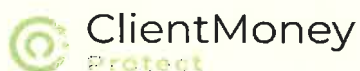
as of 1<sup>ST</sup> May 2026

Full Management Service Fee	15% of Rent Due
Part Management Service Fee	12.5% of Rent Due
Tenancy Set Up Fee (including Referencing, Deposit Protection check Right to Rent, Tenancy Agreement)	£300.00
Minimum Fee (in case of early termination)	£400.00
Issuing Section 13 Rent Increase	£100.00
Inventories / Schedule of Condition	Unfurnished Properties: £145.00 – Single Bedroom Property / Studio £160.00 – Two Bedroom Property Plus £15.00 per additional bedroom(s)  Furnished Properties: £225.00 – Single Bedroom Property / Studio £240.00 – Two Bedroom Property Plus £15.00 per additional bedroom(s)
Tenancy Deposit Protection Cover	£50.00
Right To Rent Check	£12.50 per additional check
Pet Addendum Fee	£30.00
Issuing of Section 8 Notice	To be confirmed on grounds issued and solicitor's fee
Administration of NRL Yax Returns	£150.00 per annum
Attendance at Court / Tribunal	£60.00 per hour
Preparation of Documents for County Court Proceedings and /or Deposit adjudication	£60.00 per hour
Hourly Rate for other works	£60.00 per hour
Obtaining estimates and supervision of major property works	10% of total contract cost
Rental and Legal Protection Cover	Price on Application (subject to terms and conditions)
Requested property visits to vacant property	£60.00
Re Direction of mail overseas	Cost of postage

*Kingswood Lettings and Property Management are a member of The Property Ombudsman Approved Redress Scheme.*

*Kingswood Lettings and Property Management are a member of the Client Money Protect.*

*We have been advised by HM Customs and Excise that the services which we currently supply are wholly exempt from VAT at present.*



**THE PROPERTY OMBUDSMAN**  
Approved Redress Scheme