

Mandatory

DESCRIPTION	LET ONLY 8.4% inc VAT (7% + VAT) Due in full at the start date of the tenancy and for the entire term	RENT COLLECTION 10.8% inc VAT (9% + VAT) Deducted monthly from the rent	FULLY MANAGED 13.2% inc VAT (11% + VAT) Deducted monthly from the rent
Photographs, floorplans and virtual tour	√	√	√
Act as liaison between you and your tenant	√	√	√
Negotiate terms of tenancy, draw up contract & reference checks	£240 inc VAT	£240 inc VAT	£240 inc VAT
Protect tenancy deposit through an approved scheme	£60 inc VAT	£60 inc VAT	£60 inc VAT
Collect rent and provide detailed monthly statements		√	√
Advertise property on all our local and international portals	√	√	√
Carry out viewings (both in person and remotely)	√	√	√
Create and send rent arrears letters		√	√
Arrange for pre-tenancy work to be carried out			√
Arrange repairs, maintenance, and refurbishment			√
Instruct approved contractors on your behalf			√
Access to specially negotiated contractor pricing			√
Pay contractors on your behalf			√
24 hour emergency service for your tenants			√
Transfer utilities at the start your tenancy			√
Renewal fee	£150 inc VAT	£150 inc VAT	√
Negotiate deposit release			√

Optional (Let only, Rent collection or Fully managed)

Arrange inventory & check-in	£240 inc VAT
Arrange inventory & check-out	£240 inc VAT
Organise Gas Safety certificate (valid 1 year)	£120 inc VAT
Organise EPC certificate (valid 10 years)	£120 inc VAT
Organise EICR certificate (valid 5 years)	£240 inc VAT
Non-scheduled attendance at property fee (price per hour)	£60 inc VAT
Perform a yearly inspection	£60 inc VAT
Section 8 or 21 (Creation, serving notice and followup)	£120 inc VAT
Section 3, 13, 47, or 48 (Creation, serving notice and followup)	£60 inc. VAT
Court Possession Hearing	£1,980 inc VAT
Rent insurance	1.2% inc VAT
Management of works over £1,000	12% inc VAT

Dolce Vita – Luxury Real Estate is an accredited SafeAgent and is a member of the SafeAgent Client Money Protection scheme (Accreditation Number A6197) and also a member of The Property Ombudsman redress scheme.