London Estates Fees Drop Down Sheet

Standard agency fees including VAT at 20%. Commission is based on rent legally due, whether collected or not. Any agreed fee variations are recorded in your terms.

Let Only

9.6% including VAT

First 12 months; payable in advance.

Find and secure your tenant. We handle marketing, viewings, offers and the initial tenancy process. You take over rent collection and day-to-day management.

Rent Collection

15% including VAT

Charged monthly on rent due.

Our letting service plus rent collection, statements, arrears chasing and an annual summary on request. You handle repairs and routine tenant management.

Full Management

18% including VAT

Charged monthly on rent due.

Our letting and rent-collection services plus routine tenant contact, maintenance coordination, agreed inspections and tenancy administration. Separately priced property costs remain yours.

Service	Rate	Payment
Let Only - first 12 months	9.6% including VAT (8% + VAT)	In advance at the tenancy start, calculated using 12 months' starting rent.
Rent Collection	15% including VAT (12.5% + VAT)	Monthly on rent due throughout the appointment.
Full Management	18% including VAT (15% + VAT)	Monthly on rent due throughout the appointment.

Setup for all services: £200 including VAT per new tenancy, payable when it starts. Includes referencing for all prospective tenants and guarantors, credit and initial Right to Rent checks, required identity and AML checks, the agreement, deposit registration and prescribed information. There is no separate guarantor or registration fee.

Initial Let Only minimum: £1,200 commission + £200 setup = £1,400 including VAT. Applies only to Let Only selected at the outset; excludes management, rent collection, continuation fees and conversions. Approved extras are separate.

Let Only continuation: 7.2% including VAT during months 13-36, payable annually in advance while an originally introduced tenant remains. No additional Let Only continuation fee is charged alongside management or rent collection for the same period.

Finding and securing your tenant

Service	Let Only	Rent Collection	Full Management
Initial property visit and rental advice	Included	Included	Included
Advice on preparation and apparent compliance issues	Included	Included	Included
Agreed photography, floor plan and video	Included	Included	Included
Advertising: our website, Rightmove, Zoopla and OnTheMarket	Included	Included	Included
Viewings and applicant enquiries	Included	Included	Included
Reporting offers and negotiating on your instructions	Included	Included	Included
First month's rent and permitted deposit collection	Included	Included	Included

Tenancy setup - covered by one £200 setup fee

Service	Let Only	Rent Collection	Full Management
Tenant and guarantor referencing, including credit checks	Setup	Setup	Setup
Initial Right to Rent and required identity / AML checks	Setup	Setup	Setup
Tenancy agreement and required tenancy information	Setup	Setup	Setup
Deposit registration and prescribed information	Setup	Setup	Setup

Rent collection and financial administration

Service	Let Only	Rent Collection	Full Management
Ongoing rent collection and payments to the landlord	-	Included	Included
Monthly landlord statements of account	-	Included	Included
Rent arrears monitoring, chasing and updates	-	Included	Included
Annual income and expenditure summary on request	-	Included	Included

Full Management - additional ongoing services

Service	Let Only	Rent Collection	Full Management
Routine tenant contact and maintenance coordination	-	-	Included
Utility and council notifications where appropriate	-	-	Included
Standard tenancy amendments	-	-	Included
Required follow-up Right to Rent checks	-	-	Included
Two routine visual inspections each year	-	-	Included
Key holding; instructed service charge / ground rent payments	-	-	Included
Ongoing safety-check coordination and record monitoring	-	-	Included
Section 13 rent review using Form 4A	-	£80	Included
Routine deposit negotiations at the tenancy end	-	-	Included

Separately priced property services

Service	Let Only	Rent Collection	Full Management
Property licence application or renewal administration*	£300	£300	£300
EPC where required	Quote	Quote	Included
Independent inventory, check-in and check-out	Quote	Quote	Quote
Initial gas check and certificate where required	£120	£120	£120

Included = within the service commission. Setup = within the separately disclosed one-off setup charge. Quote = approved supplier cost, payable by the landlord. All prices include VAT. The annual summary covers rent received and fees/costs processed through London Estates only.

* Licence administration: £300 including VAT per standard HMO, additional or selective licence application or renewal across all three services, including Full Management. Preparation, submission and routine council correspondence are covered. Council fees, reports and works are additional; complex work is quoted before instruction. Licence-holder duties are not included. London Estates may waive the administration fee at its discretion.

Additional charges

These landlord charges apply to authorised work outside the included service. Scope and supplier costs are agreed before instruction, except emergency expenditure under clause 5.4 of the terms.

Service / cost	Charge and scope
Let Only - individual tenant replacement	£200 including VAT per replacement when a new agreement is issued. Includes tenant and guarantor referencing, the agreement and deposit updates. Payable alongside continuation commission, with no duplicate setup charge.
Inventory and move-in handover	Independent inventory clerk: your approved quote. London Estates move-in handover, when requested: £120 including VAT per visit, in addition to any clerk's fee. Our attendance is handover assistance, not an inventory.
EPC and gas safety	EPC: included where required under Full Management; otherwise the supplier's agreed cost. Gas check and certificate, where required: £100 + VAT (£120 including VAT), including the engineer's fee. Remedial work is charged separately.
Property licence application administration	£300 including VAT (£250 + VAT) per standard application or renewal across all three services, including Full Management. Covers preparation, submission and routine council correspondence for HMO, additional or selective licensing. Council fees and required third-party reports or works are additional. Complex applications and work outside this scope are quoted and agreed before instruction. Acting as licence holder is not included. This is a separate application service, not an annual charge and not the council licence fee. Existing expressly agreed inclusions or waivers remain applicable. London Estates may waive the administration fee at its discretion.
Extra inspections and attendance	Additional inspection: £100 including VAT per visit. Other attendance: £72 including VAT for the first hour, then £36 including VAT per additional hour or part-hour. One agency attendance fee per visit; clerk costs are separate.
Rent reviews and other notices	Full Management rent reviews: included. Rent Collection review: £80 including VAT. Other lawful notice work, when instructed: £120 including VAT, excluding legal representation and third-party legal costs.
Formal deposit dispute administration	£150 including VAT per dispute when instructed. Routine deposit negotiations are included in Full Management.
Works coordination above £1,000 net	For an approved job costing over £1,000 excluding VAT: our total fee, including VAT, is 15% of the contractor's cost excluding VAT. No percentage applies at or below the threshold, or duplicate hourly fee for the same coordination.
Other property expenditure	Approved supplier or council costs for repairs, checks, cleaning, licensing, keys and other authorised expenditure, unless included in your service.

Key fee conditions

One service rate

Agreed management and rent collection rates stay fixed, with no separate letting fee or annual reduction.

Let Only continuation

7.2% including VAT (6% + VAT) for months 13-36, prepaid at months 13 and 25 while an originally introduced tenant remains, even without ongoing service. Ends when the relevant tenancy and rent liability end, or after month 36, whichever is earlier.

Ending management or rent collection

Either party may end on one calendar month's written notice without giving a reason. If our introduced tenant still rents from you, the instruction automatically reverts to Let Only, whichever party gives notice. Commission is prepaid for remaining rent in the current fee year: 9.6% including VAT in months 1-12, then 7.2% including VAT in months 13-36. No new setup, minimum or fee period applies; no Let Only commission after month 36. Overlapping future payments are credited. Earlier service fees are not recalculated. See clauses 5.6-5.9.

Marketing and withdrawal

Sole-agency marketing has an eight-week minimum from signing and ends on 14 days' written notice by either party, expiring at or after that minimum. Withdrawal during the agreed marketing period after work starts and before a tenancy begins is charged at evidenced reasonable net loss, capped at £500 including VAT, with steps to reduce loss and credit duplicate payments. Statutory cancellation and breach remedies take priority. See clauses 6.3 and 6.7.

Early-ending adjustments

Prepaid Let Only commission is adjusted to rent legally due for its period. If initial Let Only was selected and the tenancy or your landlord interest ends within 12 months, the higher of that commission or the £1,200 minimum is retained, plus £200 setup, subject to agreed variations. The minimum excludes continuation fees and conversions. Excess commission is refunded within 14 days after prompt end-date and rent-account confirmation; an undisputed refund is not withheld over a separate fee dispute. Statutory cancellation and breach rights take priority. See clause 3.10.

Service scope

Routine inspections depend on lawful access and are visual, not structural surveys. Under Let Only and Rent Collection, routine management and ongoing compliance remain the landlord's responsibility. Full Management does not include 24-hour personal attendance; out-of-hours reporting arrangements are confirmed in writing. Included management attendance is not charged again.

Before instruction

Read with the agreed Terms of Business before instruction, including the cancellation notice. Online, distance and off-premises appointments have the 14-day cancellation rights described there; early-start work requires a separate express request. Agency cancellation does not end the tenancy.

Read with the agreed Terms of Business. An existing expressly agreed inclusion or waiver remains applicable.

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