

## 1. Let-Only Service

- **Fee Structure:**
  - **First 12 months:** One Months Rent.
  - **Subsequent years (same tenant):** 5%.
  - **Set-up Fee:** £250. Includes professional photography, floor plans, advertising on Rightmove, Zoopla & On The Market, accompanied viewings
- **Who Is This For?**

This service is ideal for experienced landlords who can independently manage tenant relations, legislative changes, rent collection, maintenance, repairs, and emergency call-outs.
- **Payment Terms:**

The fee is invoiced as a one-off charge for the entire tenancy term and must be paid before the tenancy begins.
- **Additional Charges:**
  - If a new tenancy agreement is required at the end of the term, a fee of £200 will apply.
  - No commission will be charged for tenancy renewals if the tenant remains beyond the initial term.

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## 2. Rent Collection Service

- **Fee Structure:**
  - 7% of the monthly rent received each month.
  - **Set-up Fee:** £250 . includes professional photography, floor plans, advertising on Rightmove, Zoopla & On The Market, accompanied viewings
- **Who Is This For?**

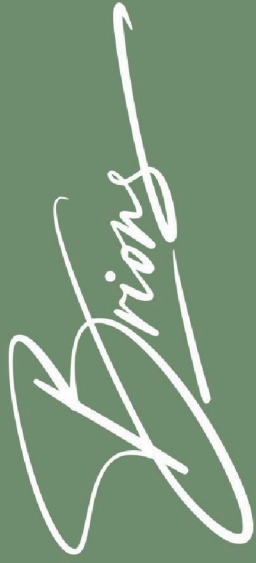
This service is tailored for landlords who wish to stay involved in the letting process and have the resources and contacts to handle day-to-day maintenance. However, they prefer not to manage the financial aspects of rent collection and accounting.
- **Payment Terms:**

Rent payments will be made directly to the landlord via BACS each month, with our fees deducted from the rent received.
- **Additional Charges:**
  - If a new tenancy agreement is needed at the end of the term, a fee of £120 will apply.

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Brions Ltd trading as Brions Estate Agents Registered in England & Wales No. 15738611  
Registered Office: 4 Cromwell Court, New Street, Aylesbury, HP20 2PB  
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### 3. Full Management Service

- **Fee Structure:**

- 11.5% of the monthly rent received each month.
- **Set-up Fee:** £250. includes professional photography, floor plans, advertising on Rightmove, Zoopla & On The Market, accompanied viewings

- **Who Is This For?**

This comprehensive service is ideal for landlords who may be based outside the area or prefer not to be directly involved with tenants. It covers all aspects of property letting and management, allowing you to have peace of mind while we handle everything for you.

- **Payment Terms:**

Rent payments will be made directly to the landlord via BACS each month, with our fees deducted from the rent received.

- **Additional Charges:**

- If a new tenancy agreement is required at the end of the term, a fee of £120 will apply.

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## ADDITIONAL CHARGES IN DETAIL

We will deduct any of the following items from the first month's rent (or invoice for Let Only service)

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### Tenancy Set-Up Charges

- Full Tenant Reference & Right to Rent Check (up to 3 tenants/guarantors)
- Production and issue of Contract Documents
- *Transfer of Utility Accounts (incoming/outgoing tenants)*
- *Administration of Tenancy Deposit Scheme (DPS)*

Setup Fee: £200

Sanctions Checks for Landlord £45

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### Renewal Tenancy Fee (LET ONLY)

£200

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### Renewal Tenancy Fee (RENT COLLECTION & FULLY MANAGED)

£120

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Boiler Service & Gas Safety Certificate A valid certificate must be provided.

Contact office for more information.

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Inventory, Schedule of Condition & Check-In Contact office for more information.(Check-Out fee payable directly to Inventory Clerk. Price on application.)

Contact office for more information.

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12-Month Rent & Legal Expenses Cover (Subject to referencing. Let Only landlords—contact the LePngs Team.)

Contact office for more information.

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Vacant Property Services• Property Management• Winter Weather Protection• Garden Maintenance• Utility Charges Administration

£60 per month

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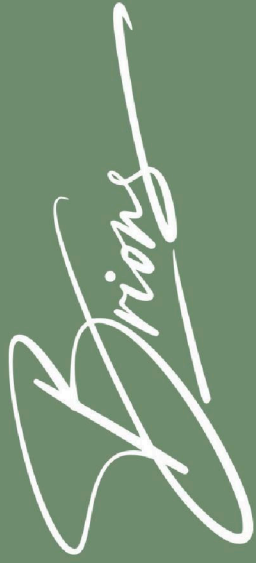
Vacant Property Visits Only £50 per visit

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## Service Levels to Suit You

Brions offers landlords three distinct service levels. The choice you make will depend on how involved you wish to be, the level of risk you're willing to accept, and the time and resources you can dedicate to managing your property investment and tenancy.

### LEVELS OF SERVICE OFFERED:

| brions.co.uk   | 1<br>TENANT<br>FIND: | 2<br>RENT<br>COLLECTION: | 3<br>FULLY<br>MANAGED: |
|--|----------------------|--------------------------|------------------------|
| Property valuation and rental assessment   | Yes                  | Yes                      | Yes                    |
| Guidance on presentation and necessary refurbishment works   | Yes                  | Yes                      | Yes                    |
| Comprehensive marketing on our website, the four leading property portals, and across all Brions branches. | Yes                  | Yes                      | Yes                    |
| Identify and secure suitable tenants   | Yes                  | Yes                      | Yes                    |
| Accompanied property viewings with follow-up feedback  | Yes                  | Yes                      | Yes                    |
| Obtain references, conduct credit checks, and complete Right to Rent verification                          | Yes                  | Yes                      | Yes                    |
| Prepare all tenancy-related contract documentation   | Yes                  | Yes                      | Yes                    |
| Organise inventory and condition reports via an independent Inventory Clerk                                |                      | Yes                      | Yes                    |
| Collect the deposit and first month's rent   | Yes                  | Yes                      | Yes                    |
| Register the deposit with the Tenancy Deposit Scheme (TDS)   | Yes                  | Yes                      | Yes                    |

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|   |  |     |     |
|---|--|-----|-----|
| Oversee and coordinate tenant check-in  |  | Yes | Yes |
| Handle the transfer of utility supplier accounts                                    |  | Yes | Yes |
| Rent collection and disbursement to the landlord                                    |  | Yes | Yes |
| Can provide full rent and legal protection  |  | Yes | Yes |
| Establish arrangements for ongoing rent payments                                    |  | Yes | Yes |
| Communicate with both tenant and landlord regarding rent arrears                    |  | Yes | Yes |
| Perform routine property inspections  |  |     | Yes |
| Organise regular servicing and maintenance tasks                                    |  |     | Yes |
| Advise on any necessary property repairs  |  |     | Yes |
| Arrange emergency repairs, with a 24-hour out-of-hours service available to tenants |  |     | Yes |
| Coordinate all mandatory safety checks  |  |     | Yes |
| Provide assistance with insurance claims (additional fees may apply)                |  |     | Yes |
| Provide monthly itemised statements to the landlord                                 |  | Yes | Yes |

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|  |     |     |     |
|--|-----|-----|-----|
| Manage tenant issues and enquiries                                       |     |     | Yes |
| Manage tenancy renewals and conduct rent reviews (additional fees apply) | Yes | Yes | Yes |
| Handling the serving and receipt of notices                              |     | Yes | Yes |
| Manage and arrange the tenant's check-out process                        |     |     | Yes |
| Organise the return of the deposit                                       | Yes | Yes | Yes |
| Re-market the property once the tenancy ends                             | Yes | Yes | Yes |
| Vacant property services (additional fees apply)                         | Yes | Yes | Yes |

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