BUGG ESTATES

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Landlord Fees

All fees are payable by the landlord and are shown **including VAT at 20%**, with the figure before VAT in brackets. Tenants are not charged any fees other than the payments permitted under the Tenant Fees Act 2019.

Included: part of the service, no extra charge **Not offered**: we do not provide this on that service

Main fees

Service	Let Only	Fully Managed	Fully Managed Plus
Tenant Find fee Marketing, viewings, referencing, Right to Rent checks, written statement and tenancy agreement, deposit protection. Charged once, when the tenancy starts.	72% of the first month's rent (60% + VAT)	72% of the first month's rent (60% + VAT)	72% of the first month's rent (60% + VAT)
Management fee Charged each month on the rent due for that month, for as long as we manage the tenancy.	Not offered	12% of the monthly rent (10% + VAT)	14.4% of the monthly rent (12% + VAT)
Rent and legal protection (Goodlord) Covers unpaid rent and legal costs, subject to the tenant meeting the insurer's criteria.	Not offered	Not offered	**Included**

Example: on a rent of £1,000 a month, the Tenant Find fee is £720 (£600 + VAT). The monthly management fee is £120 (£100 + VAT) on Fully Managed, or £144 (£120 + VAT) on Fully Managed Plus.

Inventory and check-out prices

These apply to all three services. The same price is charged for each visit: the inventory, schedule of condition and check-in at the start of the tenancy, and the check-out inspection and report at the end. Prices depend on the size of the property and whether it is furnished.

Property	Studio	1 bed	2 bed	3 bed	4 bed	5 bed
Unfurnished	£102 (£85 + VAT)	£114 (£95 + VAT)	£120 (£100 + VAT)	£132 (£110 + VAT)	£138 (£115 + VAT)	£150 (£125 + VAT)
Part furnished or furnished	£108 (£90 + VAT)	£132 (£110 + VAT)	£138 (£115 + VAT)	£144 (£120 + VAT)	£162 (£135 + VAT)	£174 (£145 + VAT)

Additional services

Service	Let Only	Fully Managed	Fully Managed Plus
Arranging statutory safety checks Gas safety, electrical (EICR) and similar. The contractor's own charge is paid separately.	£30 (£25 + VAT) per check	**Included**	**Included**
Supervising works	Not offered	**Included**	**Included**
Rent increase notice (Form 4A)	£90 (£75 + VAT) per notice	**Included**	**Included**
Preparing and serving a possession notice (Form 3A)	£354 (£295 + VAT) per notice	**Included**	**Included**
Holding and protecting the deposit	No charge	**Included**	**Included**
Preparing evidence for a deposit dispute	£90 (£75 + VAT) per dispute	**Included**	**Included**
Attending court or tribunal	Quoted depending on the circumstances	Quoted depending on the circumstances	Quoted depending on the circumstances

Service	Let Only	Fully Managed	Fully Managed Plus
Non-Resident Landlord Scheme For landlords who live outside the UK. We register with HMRC, deduct basic rate tax from the rent we collect, send the quarterly returns and give you an annual certificate.	No charge (applies only to rent we collect)	**Included**	**Included**
Annual income and expenditure statement A yearly summary of rent received and costs paid, to help with your tax return.	Not offered (we do not collect rent after the first month)	**Included**	**Included**
Vacant property visits	£30 (£25 + VAT) per visit	**Included** (weekly)	**Included** (weekly)
HMO or selective licence application	£420 (£350 + VAT) per application	£420 (£350 + VAT) per application	£420 (£350 + VAT) per application
Sale of the property to a tenant we introduced Only where we handle the sale.	1.2% of the sale price (1% + VAT), minimum £4,200 (£3,500 + VAT)	1.2% of the sale price (1% + VAT), minimum £4,200 (£3,500 + VAT)	1.2% of the sale price (1% + VAT), minimum £4,200 (£3,500 + VAT)

Commissions and referral fees: we sometimes receive commission or referral fees from contractors and suppliers we instruct. We will tell you the nature and amount of any commission or referral fee on a particular job on request.

Bugg Estates Ltd, company no. 14216784, 52 West Lawn, Chelmsford CM2 8SJ.
Redress scheme: The Property Ombudsman.
Client Money Protection: Client Money Protect, membership no. CMP14582.
Propertymark (MNAEA). Tenancy deposits protected with the Tenancy Deposit Scheme.