

LANDLORD FEES SCHEDULE



Professional Lettings • Property Management • HMO Specialists

At Howard Macmillan Property Solutions, we provide flexible letting and property management services tailored to suit every landlord. Whether you require us to simply find a tenant or fully manage your investment, we have a package to suit your needs.

OUR SERVICE PACKAGES

Service	Fee
Tenant Find	6%
Rent Collection	7.5%
Fully Managed	9%

Fees are subject to VAT where applicable.

WHY CHOOSE HOWARD MACMILLAN?

- ✓ Local Property Experts
- ✓ Professional Marketing
- ✓ High Quality Tenant Referencing
- ✓ Property Management Specialists
- ✓ HMO Specialists
- ✓ Fast Tenant Placement
- ✓ Personal & Professional Service
- ✓ Transparent Pricing

Please ask a member of staff if you have any questions about our fees.



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Service Comparison

Service	Tenant Find	Rent Collection	Fully Managed
Free Rental Valuation	✓	✓	✓
Market Appraisal	✓	✓	✓
Professional Photography	✓	✓	✓
Zoopla Marketing	✓	✓	✓
Property Advertising	✓	✓	✓
Accompanied Viewings	✓	✓	✓
Tenant Referencing	✓	✓	✓
Right to Rent Checks	✓	✓	✓
Employment & Credit Checks	✓	✓	✓
Preparation of Tenancy Agreement	✓	✓	✓
Deposit Registration	✓	✓	✓
Collection of First Month's Rent	✓	✓	✓
Tenant Move-in Coordination	✓	✓	✓
Monthly Rent Collection		✓	✓
Monthly Statements		✓	✓
Rent Arrears Monitoring		✓	✓
Regular Property Inspections			✓
Maintenance Coordination			✓
Contractor Liaison			✓
Utility Notifications			✓
Tenant Liaison			✓
Check-out Coordination			✓
Deposit Negotiation			✓
Renewal Negotiations			✓
Ongoing Landlord Support			✓

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Compliance Services	Start of Tenancy
The following services can be arranged where required: • Energy Performance Certificate (EPC) • Gas Safety Certificate • Electrical Installation Condition Report (EICR) • Portable Appliance Testing (PAT) • Smoke & Carbon Monoxide Alarm Installation • Legionella Risk Assessment • HMO Licensing Assistance • Property Licensing Applications	We can arrange: • Professional Inventory • Tenant Check-in • Key Handover • Deposit Registration • Utility Notifications • Council Tax Notification
During the Tenancy	End of Tenancy
Our Fully Managed Service includes: • Regular Property Inspections • Maintenance Coordination • Contractor Management • Tenant Communication • Rent Arrears Management • Tenancy Renewals • Landlord Advice	We assist with: • Check-out Inspection • Deposit Negotiations • End of Tenancy Reports • Contractor Arrangements • Preparing the Property for Re-Letting

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Additional Fees & Charges

Service	Fee
Energy Performance Certificate (EPC)	At contractor cost
Gas Safety Certificate	At contractor cost
Electrical Installation Condition Report (EICR)	At contractor cost
Portable Appliance Testing (PAT)	At contractor cost
Legionella Risk Assessment	At contractor cost
Smoke & Carbon Monoxide Alarm Installation	At contractor cost
HMO / Property Licence Application	£300 + VAT
Inventory	From £120
Check-in	£120
Check-out	£150

Compliance & Safety		During the Tenancy	
Service	Fee	Service	Fee
Tenancy Renewal	£75	Court Attendance	£75 per hour
Property Inspection	Included with Fully Managed	HMRC Annual Statement	£60
Rent Review	Included	Bank Transfer	Free
Deposit Negotiation	Included	Same Day Payment	Free
Right to Rent Follow-up	Included	Locksmith / Key Cutting	At contractor cost
Contractor Management	Included	Insurance Claims Management	10% of contractor invoice
Major Works Management	10% of project value		

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