



We take pride in operating with transparency at all times.

Please see below for our terms & conditions and fees for landlords

Standard Tariff Of Landlord Charges

Goodwin Fish want you to be aware of the circumstances where you may incur a fee or charge in relation to services provided by us, including in relation to a tenancy arranged through us. This Tariff details our current fees and charges, which unless otherwise specified include VAT (which as at the date of this Tariff is 20%). The fees and charges shown are payable to, and will be invoiced by us.

All amounts due to us may be deducted from sums (including rent) received by us on your behalf before those sums are forwarded to you.

This Tariff is only a summary of parts of our Letting and Management Agency Agreement and Standard Letting and Management Terms. You should refer to those documents for full details of our services and fees and charges. If there is any conflict or inconsistency between this Tariff and those documents, the terms of those documents will prevail.

We reserve the right to amend the fees and charges in this Tariff to reflect changes in our operating costs. Where you have signed a Letting and Management Services Agreement no fees and charges in any amended Tariff will affect you unless the amendments are expressly permitted by your Agreement and have been notified to you.

Letting & Rent Receipt Fee

Payable during the whole time (including all extensions, renewals, hold overs, and new agreements):

- (a) a tenant introduced by us occupies the property you have instructed us to let or one of your other properties;
- (b) a person introduced by a tenant introduced by us occupies the property you have instructed us to let;
- (c) a person “associated” with a tenant introduced by us occupies the property you have instructed us to let – this includes some relatives and business associates and is fully defined in the Standard Letting and Management Terms;



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Estate Agent

Payment in full is due at the time the tenancy is entered into or extended or renewed unless rent is to be received by us. If rent is received by us payment is due quarterly in advance or if rent is due less frequently than that payment is due in advance on the dates rent is due.

Amount: £595 plus VAT (£714 inclusive of VAT)

Management Fee

Payable during the whole time we provide a management service. This fee is in addition to the Letting & Rent Receipt Fee. Payment is due at the same times as the Letting & Rent Receipt Fee is due.

Amount: 10% of rent due + VAT (12% inc VAT)

Vacant Management Fee

Payable during the whole time we provide a vacant management service. Payment is due monthly in advance.

Amount: £150.00 (inc VAT) per month

Handling Insurance Claims Of More Than £1,000

Payable where we are providing a management service and it is necessary to lodge and oversee an insurance claim for more than £1,000. We will only charge this fee if we have notified you in advance. Payment is due on receipt of our invoice.

Amount: 10% + VAT of the value of the claim (12% inc VAT)

Arranging Works

Payable where we are providing a management service and we oversee significant repairs/improvements. We will only charge this fee if we have notified you in advance. Payment is due on receipt of our invoice.

Amount: 12.5% + VAT of the ex-VAT cost of the work (15% inc VAT)



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Estate Agent

Letting In Contractors Etc

Payable where we are providing a management service and we are required to attend your property to let in utility company employees/contractors/repairers etc. Payment is due on receipt of our invoice.

Amount: £30.00 (inc VAT) attendance fee plus £30.00 (inc VAT) per hour waiting time

Hourly Rate

Payable where you ask us, and we agree, to provide any service which you and we agree will be charged for at our standard hourly rate. Payment is due on receipt of our invoice.

Amount: £60.00 (inc VAT) per hour

Applying For Landlord's/Mortgage Lender's Etc Consent

Payable where you ask us, and we agree, to apply for any consents which may be required in relation to the letting of your property. Payment is due on receipt of our invoice.

Amount: £90.00 (inc VAT) per consent

Arranging Safety Checks

Payable where we are not managing the property and you ask us to arrange for any gas or electrical safety checks to be carried out. Payment is due on receipt of our invoice. Note: this fee does not include the contractors' fees, which will also be your responsibility.

Amount: £48.00 (inc VAT) per check

Inventory Check-In Fee

Payable at the time of the inventory check-in when the tenancy begins. The amount is dependent upon whether this is a new property (full inventory) or we have carried out an inventory on your property before (amended inventory).

Amount: £90 including VAT for a full inventory

£60 including VAT for an amended inventory

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Tenancy Not Proceeded With

Payable where you decide not to proceed with a letting after we have taken up satisfactory references or produced a tenancy agreement. Payment is due on receipt of our invoice.

Amount: £300.00 (inc VAT) plus third party marketing costs

Deposit Administration Fee

Payable where you ask us to protect a deposit under the terms of the Deposit Protection Service when you are not using our management service. Payment is due on receipt of our invoice.

Amount: £50.00 (inc VAT) per deposit per annum

Extension Of Tenancy Fee

Payable to cover the drawing up of the necessary paperwork if a tenancy is extended beyond its original term. Payment is due before the signed extension agreement is delivered to the tenant

Amount: £0 (Landlords Share)
 £50 per tenant (Tenants Share)

Sending Statements By Post Fee

Payable where you ask us to send paper copies of Statements of Account to you by post. Payment is due on receipt of our invoice.

Amount: £5.00 (inc VAT) per statement

Land Registry Check

Payable to cover the cost of an online Land Registry search to check ownership details.

Amount: £5.00 (inc VAT)

Goodwin Fish are members of The Property Ombudsman (TPO) which provides a free, impartial and independent service for the resolution of disputes between consumers and property agents. We follow TPO's Codes of Practice which set the standard expected from property professionals. TPO's Codes of Practice can be found on their website www.tpos.co.uk or can be requested directly from us. TPO's service is free of charge to consumers.

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