



Information on Fees and Terms of Business Hackett Property Fees

We strive to be transparent and upfront about any possible fees that may be payable, helping you make an informed decision with no surprises.

SALES FEES (SELLERS)

Sole Agency	1.25% +VAT	(1.5% inc VAT)	(Subject to Minimum Fee £1200 inc VAT)
Multiple Agency	2.00% + VAT	(2.4% inc VAT)	(Minimum Fee £2100 inc VAT)

Other Fees

EPC	£65 + VAT	(£78 inc VAT)
Withdrawl Fee	£250 + VAT	(£300 inc VAT)

Sales Fees are paid on completion of sale.

LETTINGS FEES/PAYMENTS (TENANTS)

Tenancy Administration Fee	50% of months rent +VAT (60% inc VAT)
Tenancy Damage Deposit	Equating to one months rent
Credit Card Charges	3% inc VAT
Debit Card Charges	NIL

LANDLORDS FEES

Tenant Find Only Service

100% of months rent + VAT	
Example rent at £500:-	
FEE	£500+ VAT (£600 inc VAT) (Subject to minimum fee of £400 +VAT £480 inc VAT)

Preparation of Inventory	£75 +VAT (£90 inc VAT)
EPC	£65 + VAT (£78 inc VAT)

Full Management Service

Letting Fee

50% of months rent + VAT	(Subject to minimum fee of £400 +VAT £480 inc VAT)
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Example 1: rent at £900	:-
FEE	£450+ VAT (£540 inc VAT)

Example 2: rent at £395	:-
FEE	£400+ VAT (£480 inc VAT)

Management Fee

12% of months rent + VAT	(Subject to minimum Fee of £40 + VAT (£48 inc VAT)
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Example 1: rent at £900	:-
FEE	£108+ VAT (£129.60 inc VAT)

Example 2: rent at £395	:-
FEE	£40+ VAT (£48 inc VAT)

Payment Terms and Conditions (Lettings)

When your deposit is paid in full, as per the payment schedule, arrangements will be made so that it is protected by the following Tenancy Deposit Protection Scheme in accordance with the Housing Act 2004.

Deposit Protection Service (DPS)

This is a custodial scheme where the deposit will be held by a government appointed body.

As with all schemes the amounts of deposit being returned must be agreed between the Landlord and the Tenant. Disputed amounts can be referred to an alternative dispute resolution service.

1. The Applicant pays the Holding Deposit to indicate the Applicant's intention to proceed with renting the Property. This money will be held to cover the expenses of the Landlord in withdrawing the Property from the market while references are taken up. The Administration Fee will cover the costs of Hackett Property in processing the application for a Tenancy. If the application is successful the Holding Deposit will be deducted from the initial monies payable at the start of the Tenancy.
2. Payment of the Holding Deposit does not oblige the Landlord to let the Property or any other premises to the Applicant; nor does it commit the Landlord to grant a tenancy or form an offer of a tenancy to the Applicant.
3. No interest will be paid on the Holding Deposit.
4. If it is necessary to alter the tenancy dates due to any change or delay in the Applicant's circumstances and the Landlord is prepared to agree to grant a longer time period, it will be necessary to increase the Holding Deposit.
5. If the application is unsuccessful because any person forming the Applicant changes their mind and withdraws; fails to pass the referencing procedure and cannot provide a suitable guarantor; or the commencement Date is delayed by the Applicant after signing a copy of this contract, then up to the total of the Holding Deposit money held by Hackett Property and the Administration Fee will not be refunded to the Applicant but will be used to cover administrative costs of the Landlord and Hackett Property. If the Landlord decides not to proceed for any other reason then Hackett Property will return the Holding Deposit money in full; unless it is agreed with the Applicant that it will be retained if another suitable property is found.
6. If money is returned to the Applicant, the repayment is arranged through our Accounts Department. All refunds are made by the methods received. The Applicant should allow a minimum of seven working days for receipt of this money.
7. Hackett Property confirms it is registered with the ICO; and will remain the data controller of all information held on the Applicant. Hackett Property confirms that it will ensure that the tenant is informed of the uses of all personal data held. By signing the property Reservation Agreement the Applicant agrees to allow Hackett Property to store the personal information securely; and to share the personal data with third parties. If the Applicant does not want personal data shared the Applicant must inform Hackett Property in writing.
8. The Holding Deposit does not fall under the deposit protection schemes of the Housing Act 2004.
9. The Applicant will be bound by the terms of this Agreement if the Applicant pays cleared funds to the Agent or anyone on behalf of the Applicant but fails to sign this Agreement.
10. The Agreement is subject to the laws in England and Wales.

Hackett Property is a member of The Property Ombudsman scheme and subscribe to the Code of Practice for Letting Agents.

Hackett Property is not a member of a Client Money Protection scheme.

