

BOND & SHERWILL

EST. 1908

Landlord Fees & Charges

Residential lettings - October 2026

The following schedule is based on the charges shown in Bond & Sherwill's July 2026 Lettings Agency Agreement. Where both figures are shown, the first is the fee excluding VAT and the figure in brackets is the total including VAT at the current rate of 20%.

Standard Service Fees

Service	Fee excluding VAT	Fee including VAT
Tenant Introduction / Let Only	8% of 12 months' rent	9.6% of 12 months' rent
Rent Collection	10% of 12 months' rent	12% of 12 months' rent
Fully Managed	12% of 12 months' rent	14.4% of 12 months' rent

The percentage charge is calculated on the equivalent of 12 months' rent, in accordance with the current Lettings Agency Agreement.

Additional Fees & Charges

Charge	Excluding VAT	Including VAT
Tenancy deposit protection / registration	£50.00	£60.00
Tenancy agreement	£200.00	£240.00
Tenancy extension / amendment where chargeable	£150.00	£180.00
Notice of possession - Rent Collection / Let Only	£75.00	£90.00
Pre-tenancy clean	Minimum £120.00	Minimum £144.00
Court attendance	£300.00 per day or part	£360.00 per day or part
Additional documented property visit	£100.00 per visit	£120.00 per visit
Empty care service	£100.00 per visit	£120.00 per visit
Arranging keys	£10.00 plus key cost	£12.00 plus key cost
Annual gas safety check / certificate	£95.00	£114.00
Electrical Installation Condition Report (one circuit)	£200.00	£240.00
Energy Performance Certificate	£90.00	£108.00
Administration / referencing	£150.00	£180.00
Check-out fee	Minimum £150.00	Minimum £180.00
Inventory preparation	Minimum £240.00	Minimum £288.00

Some charges depend on the service selected, the property, the work required or third-party costs. Where the exact amount cannot reasonably be determined in advance, the applicable calculation or quotation will be confirmed before the work is instructed.

Important Notes

- This schedule should be read with the current Bond & Sherwill Lettings Agency Agreement, which sets out when each charge applies.
- Third-party contractor or supplier costs may be payable in addition to Bond & Sherwill's own fee where applicable.
- VAT-inclusive figures above assume VAT at 20%. If the statutory VAT rate changes, the VAT-inclusive total will change accordingly.

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- The current published schedule should be checked before instruction, as services and charges may be updated from time to time in accordance with the agency agreement and applicable law.

Client Money Protection & Redress

Bond & Sherwill is a member of a Client Money Protection scheme and a property redress scheme. The current scheme names and membership details should be displayed with this fee schedule on the website and at the office. Bond & Sherwill's current website footer identifies Client Protect membership; the current redress scheme details should likewise be shown alongside this schedule.

Publication

This fee schedule is intended for publication on Bond & Sherwill's website and for display at the office. The Consumer Rights Act 2015 requires letting agents to publicise relevant fees, describe what each fee covers, and show the amount inclusive of applicable tax or explain how a fee is calculated where it cannot reasonably be determined in advance.