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Residential Leasing Services & Charges

This brochure will explain the various services we can offer you as a landlord. It will detail what we do for each service and the costs that you will incur. If any of the services do not match your exact requirements, we will be happy to discuss this and hope to tailor a package to meet your needs.

Service summary

	Full Management Service	Set-Up Only Service
Marketing (Peterkins / ASPC)	✓	✓
Accompanied Property Viewings	✓	✓
Tenant Credit Checks / References	✓	✓
Lease Negotiating	✓	✓
*Inventory Arrangements	✓	✓
Lease Preparation	✓	✓
Oversee Tenant Move in & Deposit Handling	✓	
Deposit Scheme Investing	✓	
Rental Payment Handling	✓	
Collection of Monthly Rental Payments	✓	
Dealing with Tenant Enquiries	✓	
Interim Property Visits	✓	
Property Inspection Reports	✓	
Organising Maintenance & Repairs	✓	
*Negotiating Tenancy Renewal	✓	
Handling of Lease Termination	✓	
*Tenants Departure Handling	✓	
*Arrangement of Inventory Check Out	✓	
Providing Evidence to TDS Dispute Resolution	✓	
Dealing with Deposit Balance Return	✓	
*Landlords Insurance	✓	
*Financial Services	✓	

Tailored Packages are available. Please speak to your local branch for more information.

*Additional charges may apply

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Our Fees

All figures quoted are inclusive of VAT unless otherwise stated

Managed Service - No upfront costs for Peterkins Fees

Letting, Marketing & Set-Up Fee	£530.00
Monthly Management Fee	As quoted
Letting, Marketing & Set-Up Fee (if remarketing within 6 months)	50% of original fee (outlays & inventory fees additional)

If your property is removed or withdrawn from the market a fee of £200.00 will be charged

Set-Up Only Service

Marketing & Set-Up Fee (Non-refundable)	£650.00
Organisation of maintenance work*	£50.00

*prior to tenancy commencing only and with prior engagement

Property Portal Fees

ASPC	£75.00 For six months (to be paid prior to marketing)

The ASPC remains the number one property portal in Aberdeen and the surrounding areas

Additional costs, Details & Options

Tenancy Agreement Only**	£350.00
Change in existing Lease / Tenancy	£100.00
Issue of Notice to Leave / Notice Documents	£250.00
Issue of Rent Increase Documents**	£120.00
Credit & Reference Checking**	£100.00
Vacant Property Checks	£60.00
Re-issue of Monthly Statements	£30.00
Issue of Annual Tax Statements	£30.00
Attending First Tribunal	Quote available on request
Inventory Costs	Quote available on request
Marketing Only (Website & ASPC)	£300.00

**Included within our Managed Service

Other costs may be incurred if the work is deemed to be beyond our normal mandate and will be quoted for separately if required.

We're members of the Aberdeen Solicitors Property Centre (ASPC). ASPC was a pioneer creating the first Solicitors Property Centre anywhere in the UK and it brings together the widest choice of property anywhere in the Aberdeen and Aberdeenshire area. If you're selling your property in Aberdeen/Aberdeenshire it has to be on the ASPC website.



Peterkins Property Leasing

01224 428050

100 Union Street, Aberdeen, AB10 1QR

Also at:

60 Market Place
Inverurie
AB51 3XN
01467 672800

3 The Square
Huntly
AB54 8AE
01466 799352

186 Mid Street
Keith
AB55 5BQ
01542 882537

Letting Agent Registration Number: LARN1805006
Members of the ASPC
Authorised & Regulated by the Financial Conduct Authority