



STANDARD PRICING STRUCTURE AS OF 1st SEPTEMBER 2019

All prices are inclusive of VAT

Here at SWR we offer several different level of service to meet your individual needs.

DIY Package

Suitable for the seasoned professional landlord, pick and choose which tasks you would like us to carry out on your behalf.

Cost: Varies, see table

Platinum Package

Our premium top level package which offers financial security, for the hands-off landlord who wants minimum involvement but total peace of mind.

Cost: 15% Plus VAT (18% of monthly rent including VAT)

Gold Package

The most popular package we offer. A full management option at a reasonable cost, which suits most “accidental” or small portfolio landlords alike.

Cost: 12% Plus VAT (14.4% of monthly rent inclusive of VAT)

Silver Package

Our “Legal Management” package. Happy to deal with maintenance and regular inspections yourself, but want your legal compliance taken care of? If so, this is the package for you.

Cost: 10% Plus VAT (12% of monthly rent inclusive of VAT)

Bronze Package

Otherwise known as “Let Only” or “Tenant Find Only” this package is suitable for those landlords with the skills and time to manage their own properties but need help to locate tenants and set up the tenancy agreements correctly. This package also includes a full check in at the property before everything is handed back to the landlord.

Cost: 60% Plus VAT of one months’ rent (72% of one months’ rent including VAT)



	DIY	Platinum	Gold	Silver	Bronze
Professional Valuation	✓	✓	✓	✓	✓
Legal compliance Check	£120	✓	✓	✓	✓
Regular email compliance updates direct to your inbox	✓	✓	✓	✓	✓
Tenant Finding Service <ul style="list-style-type: none"> - Professional Photography - Online & flag board Marketing - Applicant screening - Accompanied viewings - Negotiation of favourable terms 	£300	£300	£300	£300	✓
Tenant Referencing <ul style="list-style-type: none"> - Affordability & Employment or Companies House Checks - Previous Landlord References - Character References - Guarantor References - Right to Rent Checks 	£40 per person	✓	£40 per person	£40 per person	✓
Collection and transfer of initial funds	£18	✓	✓	✓	✓
Supply of legal documentation package <ul style="list-style-type: none"> -Assured Shorthold Tenancy -Guarantor Agreement -Pet addendum -Company Let -Resident Landlord Licence 	£300 £100 £50 £50 £200 £100	✓	✓	✓	✓
Electronic signature of documents	£18	✓	✓	✓	✓
Amendment of legal documents prior to tenancy	£35	✓	✓	✓	£35

Collection/protection of security deposit -Registered service of Prescribed Information, deposit certificate & leaflet	£35	✓	✓	✓	£35
Negotiating deductions from deposit	£35 per hour	✓	✓	✓	£35 per hour
Deposit dispute via deposit protection arbitration	£35 per hour	✓	£35 per hour	£35 per hour	£35 per hour
Completion of statutory declaration	£60	£60	£60	£60	£60
Documented service of gas safety certificate, EPC & latest How to Rent Guide	£35	✓	✓	✓	✓
Additional Key Cutting	£35	✓	£18 + keys	£18 + keys	£18 + keys
Sourcing & provision of appliance manuals	£35	✓	✓	✓	✓
Transfer of utility responsibility	£35	✓	✓	✓	✓
Void cover up to £10 per property (£5 gas, £5 electric)	N/A	✓	✓	✓	N/A
Pre check in visit	£90	✓	✓	✓	✓
Full check in at property - Photographic report - Tenant welcome pack - Minor Legionella Check - Documented CO & Smoke Alarm Check - Meter Readings recorded and passed to utility companies	£120	✓	✓	✓	✓
Access to online landlord portal	N/A	✓	✓	✓	✓
Collection of monthly rent with statement of account - Copy sent accountant - Copies of all invoices included	N/A	✓	✓	✓	First month only
Guaranteed rent in the event of tenant default until vacant possession achieved	£200 p.a	✓	£200 p.a.	£200 p.a.	

Guaranteed eviction in the event of tenant default	£100 per tenant p.a.	✓	£100 per tenant p.a.	£100 per tenant p.a.
Chasing of rental arrears	£35 ph	✓	✓	✓
Transfer of rental funds by immediate transfer	N/A	✓	✓	✓
Administration of NRL Scheme	N/A	✓	✓	£35 per quarter
Administration of HMRC tax deductions for non-NRL Scheme landlords	N/A	✓	✓	£90 per quarter
Annual Rent Reviews	£35	✓	✓	✓
Service of Section 13 (rent increase) notice	£108	✓	✓	✓
Renewal of fixed term contracts	£108	£60	£60	£60
Deed of surrender and assignment (tenant swap)	£108	£108	£108	£108
Resolving breaches of tenancy (tenant misconduct)	£35ph	✓	✓	£35 per hour
Service of Section 8 Eviction (Warning/Eviction) Notice	£108	✓	✓	✓
Service of Section 21 Eviction Notice	£108	✓	✓	✓
HHSRS/HFFHH Act* risk assessments & compliance	£120 per visit	✓	✓	
Administration of annual boiler servicing	£35 + cost of work	✓	✓	
Administration of boiler contracts/plans	N/A	✓	✓	
Ongoing "Right to Rent" checks	£108 per check	✓	✓	
Use of 24/7 emergency maintenance line	N/A	✓	✓	
Use of our intuitive maintenance reporting app	N/A	✓	✓	
Reactive maintenance using our contractors or your own	N/A	✓	✓	
Planning maintenance schedules implemented	N/A	✓	✓	

4-monthly property visit <ul style="list-style-type: none"> - Photographic report - HHRs/HFHH risk assessment - Immigration check - CO/Smoke Alarm check 	£108	✓	✓
Additional requested property visits	£90	✓	✓
Meeting contractors at property with keys	£35 per hour	✓	✓
Mould/damp investigation visit	£120	✓	£120
Empty property caretaking agreement (weekly visit to check property, collect post & flush water system)	£35 per visit	£35 per visit	£35 per visit
Insurance claim administration	Not available	12% of job	12% of job
Use of SWR dehumidifiers/radiators/back up fridges when required (subject to availability)	Not available on this package	✓	✓
Full check out of tenants <ul style="list-style-type: none"> - Photographic report - Minor Legionella Check - Documented CO Alarm Check - Documented Smoke Alarm Check Meter Readings recorded	£120	✓	✓
Annual tax summary	£60	✓	£60

PROFESSIONAL INVENTORY CHARGES

	Unfurnished	Furnished
1 Bed	£80 (£66.67 + VAT)	£100 (£83.34 + VAT)
2 Bed	£100 (£83.34 + VAT)	£120 (£100 + VAT)
3 Bed	£110 (£91.67 + VAT)	£130 (£108.34 + VAT)
4 Bed	£120 (£100 + VAT)	£140 (£116.67 + VAT)
5 Bed +	£150 (£125 + VAT)	£170 (£141.67 + VAT)

SAFETY TESTING AND COMPLIANCE

Energy Performance Certificate (10 yearly)	£90
Gas Safety Certificate (annual basis)	£84
PAT Testing Certificate (annual basis)	£84
Standalone gas boiler Service w/Certificate (annual basis)	£60
Gas & PAT Test Combined Annual Test	£120
Boiler Service during annual safety Test	£30
CO & Smoke Alarm Certificate	Included with test
Furniture Test	Included with test
Legionella Risk Assessment	£70
Electrical Installation Certificate Report (5 yrs)	1-4 Bedrooms £210, 5+ Bedrooms £234

ADDITIONAL AGENCY SERVICES

Landlords Building Insurance	By quote
Landlords Contents Insurance	By quote
Professional Domestic Cleaning	By quote
Professional Carpet Cleaning & Flea Treatment	By quote
Buy to Let Workshop (1 hour)	£108
Acquisitions service	3% purchase price
Furnishing package	By quote
Refurbishment/renovation (Project Management)	12% of total job price
Additional hourly rate - Negotiator/Property Manager	£35
Additional hourly rate - Consultancy	£70
Completion of accelerated possession forms (Form N5B)	£108 per hour
Court attendance	£108 per hour + travel expenses

HOUSE OF MULTIPLE OCCUPANCY MANAGEMENT (HMO)

Preparation and Licence Application - HMO Licensing Preparation Check	
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<ul style="list-style-type: none"> - Administration of any additional safety testing required* - Administration of any additional maintenance required* - Meeting with council compliance officer - Licence Application 	£300
Renewal of Licence Application	£180
Fire Risk Assessment	By quote
*DEICR (Fixed Wire Test)	£300
Energy Performance Certificate	£90
Fire Blanket Installation	By quote/dependent on requirements
Mains Smoke Alarm System Installation	By quote / dependent on requirements
Council Licence :New application- Bristol	Total: £1255 <ul style="list-style-type: none"> • £414 prior to application • £841 upon successful application DISCOUNT: £200 on second payment
Council Licence Cost: 5 year renewal - Bristol	Total: £1055 <ul style="list-style-type: none"> • £348 prior to application • £707 upon successful application DISCOUNT: £200 on second payment
Council Licence: New application (up to 5 units) - South Gloucestershire	£656.00
Each additional Unit	£35
Fit and proper person check	£35
Monthly Costs	
HMO Monthly Management Charge	
<ul style="list-style-type: none"> - One monthly fire safety visit - Managing licence on your behalf 	£72