

REDMAYNE MILLER

TERMS OF BUSINESS

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DEFINITIONS

1. In this Agreement the following Definitions and Interpretations apply:
 - a. Use of the singular includes the plural and use of the masculine includes the feminine and vice versa.
 - b. "Agent" "we" or "us" means the Agent trading from the Registered Office Address as described in the Summary Schedule.
 - c. "Jointly and severally liable" means that each person will be responsible for complying with the obligations of and paying all charges and costs under this Agreement, both individually and together.
 - d. "Landlord" "you" or "your" means the Landlord as described in the Summary Schedule above and any other person owning a reversionary interest in the Premises, whether freehold or leasehold, entitling them to possession of it upon the Termination or expiry of the Tenancy and anyone who later owns the Premises.
 - e. "Tenant" means anyone entitled to possession of the Premises under a Tenancy Agreement.
 - f. "Occupier" means a Tenant or any other person or organisation entitled to occupy the Premises under a Tenancy, Licence or any other form of Agreement or contract.
 - g. "Occupancy Agreement" means any Agreement between you and any Occupier which permits them to occupy the Premises whether or not it constitutes a Tenancy Agreement.
 - h. "Premises" means any part or parts of the building boundaries fences garden and outbuildings belonging to the Landlord at the Premises Address set out in the Summary Schedule above. When the Premises are part of a larger building the Premises include the use of common access ways and facilities.
 - i. "Inventory" or "Inventory and Schedule of Condition" means the document drawn up prior to the commencement of the Tenancy by the Landlord or the Agent, which includes the fixtures and fittings in the Premises.
 - j. "Term" or "Tenancy" means the fixed Term of the Tenancy Agreement and any extension or continuation of the Tenancy whether fixed Term or periodic arising after the expiry of the original Term.
 - k. "Superior Landlord" means the person company or organisation to whom ownership of the Premises reverts at the end of the lease.
 - l. "Deposit" means the money held by the Agent in a stakeholder capacity during the Tenancy in case the Tenant fails to comply with the Terms of the Tenancy Agreement.
 - m. "Relevant Person" means a person who paid the Deposit or any part of it on behalf of the Tenant.
 - n. "Scheme" means an authorised tenancy deposit protection scheme set up in accordance with the Housing Act 2004, determined by an ADR process, or ordered by the court.
 - o. "Stakeholder" means a person or body who holds the deposit at any time from the moment it has been paid by the tenant until its allocation has been agreed by the parties to the tenancy agreement, determined by the ADR process, or ordered by the court.
 - p. "Statutory Time Limit" means the time limit set out in the Housing Act 2004 (as amended) in which the initial requirements of the Scheme must be met, and prescribed information must be provided to the Tenant and any Relevant Person.
 - q. "Tenancy Agreement" means the contract drawn up between the Landlord and the Tenant specifying the obligations of the two parties.
 - r. "TDS" means The Dispute Service trading as the Tenancy Deposit Scheme whose details are shown in the Tenancy Agreement.
 - s. "ICE" means the Independent Case Examiner of the Tenancy Deposit Scheme.
 - t. "Agreement" means this Terms of Business signed between the Agent and the Landlord.
 - u. "Member" means the Agent who is a member of the Tenancy Deposit Scheme.
 - v. "Regulations" means the Consumer Contracts (Information, Cancellation and Additional Charges) Regulations 2013.
 - w. "Prescribed Information" means the information that is required to be provided to the Tenant and any Relevant Person under the rules of a government authorised tenancy deposit scheme and as prescribed in the Housing (Tenancy Deposits) (Prescribed Information) Order 2007.
 - x. "Calendar Day" or "day" means any day of the year, including Saturdays, Sundays and bank holidays.
 - y. "Working Day" means a day that is not a Saturday or Sunday, nor any day that is a bank holiday under the Banking and Financial Dealings Act 1971 or any customary or public holiday in England and Wales.

JURISDICTION AND SERVICE

2. This Agreement shall be governed by and construed in accordance with the law of England and Wales and the Courts of England and Wales shall have exclusive jurisdiction in respect of any dispute under it.
3. The provisions for the service of notices are that if either party deliver by hand any Notices or documents which are necessary under the Agreement, or any Act of Parliament to the other party by 5pm or the last known address of

the other party; the documents or Notices will be deemed delivered on the next working day which excludes Saturdays Sundays and Bank Holidays; or if any documents or Notices are sent by registered, or recorded delivery post the documents will be deemed delivered upon proof of delivery being obtained; or if the documents or Notices are sent by ordinary first class post addressed to the other party or the last known address of the other party; the documents or Notices will be deemed delivered two working days later, which excludes Saturdays, Sundays and Bank Holidays; or if sent by electronic mail to the e mail address given by each party to the other from time to time the document will be deemed served when it leaves the outbox of the sender. The address for service for the Landlord will be the contact address specified in this Agreement and the address for service for us will be Redmayne Miller, Anglesey, Sutton Road, Haddenham, Ely, CB6 3PS.

SERVICE INFORMATION

4. We trade as a Limited company registered at Companies House (Reg. No 11032163).
5. Our VAT number is 281 9132 96.
6. We are members of the dispute and compensation scheme operated by The Property Ombudsman (www.tpos.co.uk) and our registration number is: T00715.

ACTS OF THIRD PARTIES

7. We will not be responsible for any loss or damage that you suffer through the act, default or negligence of any third party which may arise other than through our negligence, omission or failure.
8. The Contract (Rights of Third Parties) Act 1999 does not apply to this Agreement.
9. The Landlord agrees not to take action by bringing any claim in respect of loss or damage suffered by the Landlord arising out of or in connection with this Agreement against any individual partner, consultant, employee or agent even where any of those persons have been negligent. This restriction will not operate to exclude any liability that cannot be excluded at law or to exclude the liability of the Agent for the acts or omissions of any of their partners, consultants, employees or agents.

TERMINATION

10. Either party has the right to terminate this Agreement in writing:
 - a. upon the Occupier's vacation of the Premises;
 - b. if we break any important term or condition of this

Agreement during the Term of an Occupancy Agreement where thirty days written notice of the breach has been given by the other party, the breach has not been remedied and monetary compensation is wholly inadequate;

- c. if you are in major breach of any of the terms contained in this Agreement or if you do or do not do something which makes it impossible, impracticable or illegal for us to continue to perform our obligations under this Agreement.
 - d. either party carries out or suggests that the other should carry out any form of unlawful discrimination.
11. If we terminate this Agreement for any reason you will remain liable for our Commission at the Let only Percentage as described in Schedule 1 and for any Fees or Costs we might incur on your behalf in transferring our obligations to you or to someone you might nominate.

ASSIGNMENT

12. We reserve the right to assign our rights and or obligations under this Agreement upon giving you two months' written notice.

DATA PROTECTION ACT 1998

13. In order to comply with the Data Protection Act 1998 to prevent any unauthorised access to or use of personal data we have the responsibility to keep your information and that of any Tenant or Occupier confidential and will only use it if fees are not paid and we wish to refer the matter to a debt collector or solicitor; or if we are specifically required do so by law; or to pass it to a government agency by law; when instructing solicitors; to change account details for utility suppliers and the council tax into or out of your name; or when a contractor's invoice has not been settled by you.

INTEREST ON CLIENTS' MONIES AND COMMISSION

14. Any interest accrued on monies that we hold on your behalf will be retained by ourselves to cover bank and administration charges etc. Any commission earned by us while acting on your behalf will be retained to cover costs.

FEES PAID BY THE TENANT

15. We charge fees to the applicant prior to the start of the Tenancy. Full details are available on our website under the relevant heading.

MONEY LAUNDERING

16. In order to comply with the Proceeds of Crime Act 2002, the Money Laundering Regulations 2007 and the Serious Crimes Act 2015 we require you to provide us with one proof of identity and one proof of residence, which can be selected from the list below. You should either send us the original documents for copying and returning to you; or provide us with copies certified by a solicitor as genuine. We apologise but we will not be able to accept printouts of online bank statements or utility bills.

List A: Proof of Identity

- Full Passport
- National Identity Card
- Full Driving Licence
- Cheque (please mark this as "Void")

List B: Proof of Residence

- Council Tax bill
- Utility bill
- Mortgage statement
- Bank Statement
- Credit or Charge Card Statement.

If you are a public limited company we will require a certified copy of the Certificate of Incorporation. If the company is not quoted we require certified copies of any two of the following documents:

- Memorandum and Articles of Association
- Certificate of Incorporation
- A set of the latest accounts
- The most recent annual Companies House return.

In addition we need proof of identity and residence of one of the directors of the Company.

REGISTERING OWNERS' CONTACT ADDRESS

17. There have been a number of incidents over the past few years where the owner of a property has been defrauded by another person obtaining a large mortgage on the property or selling it. To help prevent such instances arising the Land Registry have introduced a system whereby the owner of a property can register up to three addresses with the Land Registry including an e mail address and an address abroad. We strongly advise all owners of properties that are being let to complete form COG1 giving such information. Further information can be obtained from the website which can be accessed on www.gov.uk/government/organisations/land-registry which provides guidance notes and access to the relevant form.

VARIATION

18. The Terms of Business may only be varied if agreed between the Landlord and the Agent and confirmed in writing.

CONSUMER PROTECTION FROM UNFAIR TRADING REGULATIONS 2008

19. The Agent and the Landlord must comply with the Consumer Protection from Unfair Trading Regulations 2008 ("the Regulations"). Statements must be factually correct in all communications and must not give a potential tenant the wrong impression about the Premises to be let. The details of the Premises will not be sent to any prospective tenant until the Landlord has confirmed that the content is accurate and that all fixtures and fittings included with the Premises are in full working order. If that is incorrect the Landlord must inform the Agent in writing. If during the marketing of the Premises the approved particulars become incorrect the Landlord must notify the Agent immediately in writing. Prior to marketing the Landlord should disclose to the Agent any material information that might affect a prospective tenant's decision to rent, including details of any restrictive covenants, known proposed developments, planning applications or permissions in the immediate vicinity of the Premises that might affect the enjoyment of the Premises, or any maintenance or major repairs to be carried out to the Premises or to the building of which the Premises form part. Failure to do so could lead to a claim being made against the Landlord. The Agent in turn is required under the above Regulations to disclose this information to interested parties.

COMPLAINTS AND THE OMBUDSMAN

20. We are sure you will be happy with our service but if you have any queries or complaints they should be sent in writing and addressed to The Directors, Redmayne Miller, Anglesey, Sutton Road, Haddenham, Ely, CB6 3PS. You will receive a written reply within 14 days. Complaints that are not resolved to your satisfaction can be sent to the redress scheme to which we belong. The Agent is a member of a redress scheme approved by the Competition and Marketing Authority ("CMA") and which is administered by The Property Ombudsman. A copy of the redress scheme is available from www.tpos.co.uk.

If there is a complaint against any member of staff which cannot be resolved directly we operate an internal complaints redress scheme full details of which can be given on request together with the time within which a reply will be received by the Landlord.

SCHEDULE 1: FEES AND COMMISSIONS

The Landlord should read the Terms of Business carefully and in particular this Section which clearly sets out the Commission, Fees and other charges including any renewal, extension or continuation of the Tenancy either as a fixed term or a periodic tenancy which will be payable by a Landlord whether or not we are instructed to act on your behalf. Ensure you are certain of the meaning of the charges you will incur.

SOLE AGENCY

1. By appointing us, you agree that we shall have sole agency to market the Premises for a period of four weeks. The sole agency can be terminated at the end of the fixed period by giving us two weeks' prior written notice. If you do not terminate the sole agency it will continue until we receive your written instructions.

BASIC COMMISSION

2. You are responsible for paying our Commission at the rate of 12% including VAT (10% plus VAT) for our Full Managed Service, or 60% including VAT (50% plus VAT) of one month's rent for our Let Only Service, when any person, company or other organisation enters into a binding contract for the occupation of the Premises where they do so as a result of:
 - a. a viewing conducted by us;
 - b. sight of any marketing or advertising material produced by us or by our instructions;
 - c. by way of an introduction from an existing occupier for which we have previously charged a commission; or
 - d. through the work of yourself or any other agent where this occurs during our period of sole agency;

This Commission remains due and payable in relation to any extension, renewal or continuation of the occupancy contract whether or not we are the effective cause of the said extension, renewal or continuation and for the period of time any such party or their assignees, subtenants or successors in title continue to reside in the Premises. Our Commission is payable whether or not we are the effective cause of the transaction. You should note that this may involve you paying Commission to two agents if you instruct another agent to find an occupier for your Premises during the period that we are instructed on a sole agency basis.

By signing this Agreement the Landlord gives us the authority to deduct our Commission, fees, expenses and any other costs from any monies belonging to the Landlord or any deductions from the Deposit agreed by the Tenant for any property owned by the Landlord where we are or were acting on the Landlord's behalf.

VAT

3. Commission is chargeable including VAT at the prevailing rate (currently 20%). All fees contained within this Agreement are shown inclusive of VAT.

COMMISSION DUE

4. Our Commission payment will become due at the agreed start date of the Occupation Agreement and we will invoice you accordingly/take payment from the monies paid by the Occupier of the Premises until our Commission and any other fees and disbursements have been paid/ divide our Commission into equal amounts and take them from the payments made by the Occupier at the intervals agreed in the Occupation Agreement. Our other fees and disbursements will be taken in full from payments made by the Occupier. Should the Occupier fail to make any agreed payments our Commission, Fees and Disbursements will still be payable by you and we will invoice you accordingly.

REFUND OF COMMISSION

5. We will not make any refund of our Commission if the Tenancy terminates before the originally agreed date if for any reason, the Landlord permits the Tenant to terminate the Tenancy (apart from by use of a break clause); releases the Tenant from their obligations specified in the Tenancy Agreement; the Tenant terminates the Tenancy early due to the actions or lack of action of the Landlord; due to an agreed surrender, repudiation, rescission, frustration or forfeiture of the lease, through any Court proceedings, or if your interest in the Premises is assigned to another party; for any period prior to the earliest date upon which the Tenant could have exercised a break clause.

WITHDRAWAL FROM AN AGREED OFFER

6. If you instruct us to proceed with a proposed Tenancy and subsequently withdraw your instructions you agree by signing this Agreement to meet the costs of any works completed in preparation for the Tenancy by external contractors. This clause does not affect any statutory rights to cancel that may arise under the Cancellation Regulations. If you have a right to cancel under the Cancellation Regulations, this clause will apply if you withdraw your instructions at any time after the 14 day cancellation period, or at any time after we have received a written request for us to market the Premises.

SALES COMMISSION

7. We do not charge sales commission if the Tenant purchases the Premises from the Landlord; or if the Landlord sells to a third party.

ADDITIONAL SERVICES

8. The following Services are in addition to the above and form the subject of an additional charge.
- Preparation of an Inventory and Schedule of Condition on behalf of the Landlord by an inventory clerk will depend on the size and style of the Premises. Estimates will be given upon request. The cost of the preparation of the Inventory is borne by the Landlord.
 - Should you instruct us to Project Manage any refurbishment during a void period, it will be at a charge of 12% including VAT of the overall cost of works.
 - Service of Notices to terminate a Tenancy when we are not managing the Premises will be subject to an administration fee of £120 including VAT.

JOINT AND SEVERAL LIABILITY

9. If the Landlord forms more than one person all persons forming the Landlord are liable for our Fees, Commission and Disbursements until all outstanding sums are paid in full; and each person forming the Landlord is liable for payment of all Fees, Commission and Disbursements until all outstanding sums are paid in full.

SUB AGENCY

10. We may give details of your Premises on a commission sharing basis to other agents unless we receive your specific written instructions to the contrary. This involves you in no additional expense and increases the chance of letting the Premises promptly.

SCHEDULE 2: AGENT OBLIGATIONS

1. When we are instructed to let the Premises we will do the following:
- We will visit the Premises to view them and provide you with an indication of the current market Rent achievable.
 - We will market your Premises to inform suitable applicants of the availability of your Premises by erecting a To-Let board at the Premises, where possible, and by advertising on relevant portals. You must notify us in writing if you have previously agreed not to erect a To-Let Board with the Superior Landlord, freeholder or other

interested party, or local bye-laws or conservation area restrictions prevent the erection of a Board.

- As and when we have applicants interested in viewing your Premises, we will either accompany these people to your Premises with keys provided by you, or arrange a mutually convenient appointment for them and us to meet you at the Premises.
 - Negotiate any offers received between you and the applicant and confirm all the terms of the offer to you for acceptance.
2. When an applicant shows an interest in your Premises, we will:
- Provide them with a sample Tenancy Agreement;
 - Take up references upon each applicant whenever possible.
 - The Immigration Act 2014 imposes an obligation on the Landlord to check the passport or other identity documents with the applicant present and to check that any person who requires a visa or work permit holds the valid authorisation and is complying with its terms. We will check this information on your behalf at the start of the Tenancy but if we do not manage the Premises it will be the responsibility of the Landlord to ensure that the work permit or visa are renewed and checks carried out prior to the due date. It will also be the legal responsibility of the Landlord to check any new person forming the Tenant or any additional occupier over the age of eighteen years. Failure to do so could result in a penalty. We have no liability if the Landlord fails to do so.
 - An Inventory and Schedule of Condition is essential for the proper conduct of your Premises, whether they are let furnished or unfurnished, to reduce the risk of a dispute arising about the Deposit. Inventories should, where applicable, show that furnishings and electrical equipment comply with current legislation. If you do not have an Inventory and Schedule of Condition you will not be able to prove the condition of the Premises at the start of the Tenancy and may not be able to obtain compensation from the Tenant either through any Tenancy Deposit Protection Scheme or through the County Court. We have no liability for any loss suffered if you do not have a fully comprehensive Inventory.
 - We do not employ inventory clerks. We will instruct an inventory clerk on your behalf at an additional cost as outlined in Schedule 10 of this agreement. We are not liable for any error or omission of the inventory clerk.

Our standard Tenancy Agreement provides that the Landlord will pay for the check in of the Inventory at the start of the Tenancy by an independent inventory clerk and the Tenant will pay for an independent inventory clerk for a check out report to determine whether or not there is any damage, or compensation for breach of the Tenancy, or cleaning needed taking into account the check-in report of the Inventory and Schedule of Condition. A copy of the check-out report will be sent to both you and the Tenant for comment.

- f. Notify the water and the local authority when the Tenant occupies your Premises (the Tenants will be responsible for notifying the gas and electricity providers). You will need to pay any outstanding utility charges up to and including the date upon which the Tenant occupies the Premises and for any void period between tenancies. We will need to provide the utility suppliers with your new address and the meter readings at the commencement of the Tenancy to ensure that there are no discrepancies with the change over. Some suppliers will not take instructions from us in which case you must contact them direct to take the accounts out of your name.
- g. Arrange the cleaning of the Premises if instructed, charges outlined in Schedule 10.
- h. Collect the first month's Rent and if necessary subsequent payments to pay our Commission, together with the Deposit which is usually equivalent to six weeks' Rent, and try to arrange the signing of a standing order so that future Rent payments are made promptly direct to your bank account.
- i. Pay and register the Deposit with the TDS and serve the Prescribed Information within thirty days.
- j. Request a minimum of three sets of keys from the Landlord prior to the Tenancy commencing.
- k. Arrange for a Gas Safe engineer to check the gas appliances and installations and provide a Gas Safety Record ("CSR") if required, charges outlined in Schedule 10. If we do not manage the Premises it is the legal responsibility of the Landlord to arrange all future gas checks. We have no liability if you fail to do so. If there is not a valid CSR any section 21 Notice will be invalid.
- l. Serve Notice to end the Tenancy if requested in writing and you do not wish to renew or extend the Tenancy as shown under Renewals below. If the Management Service is not used this will be subject to an administration fee as shown in Additional Services. You must provide us with at least ten weeks written warning that you want to end the Tenancy either at the end of the fixed Term or according to a break clause. We cannot be held liable for any delay in getting possession if you provide insufficient time for service of the Notice.
- m. Arrange a check out of the Inventory if we manage the Premises. If we do not manage the Premises a check out can be arranged through the inventory clerk used for the ingoing inventory, details will be provided.
- n. Inform you that you must notify us of any change in your residency.
- o. Advise that we will not arrange works prior to a letting (whether requested by you or the intended Tenant) unless sufficient funds are held to cover the cost and the Landlord has requested us to do the work in writing.
- p. Notify you that it is not part of our normal function to forward the Client's mail. Therefore no responsibility

can be taken for mail sent to you at the Premises. We recommend that you arrange for it to be redirected by the Post Office.

- q. Advise that if you use the Let Only Service it will be your responsibility to arrange repairs and to provide the Tenant with copies of all instruction books, guarantees and maintenance contracts. We do not arrange repairs if we do not manage the Premises.

RENEWAL

3. We will do the following:

- a. Contact you towards the end of the initial fixed Term to find out if the Tenancy should be renewed and to agree any renewal instructions. We will review the Rent and advise you if a Rent increase is possible or desirable depending upon current market conditions. You must confirm to us in writing if you wish the Tenancy to be renewed, continue as a periodic Tenancy or notice served. We do not serve notice on the Tenant unless you instruct us to do so in writing.
- a. Write to the Tenant once written confirmation has been received from you requesting the Tenancy to be renewed or extended as a periodic Tenancy asking if they wish to renew the Tenancy and advising of any proposed Rent increase if a new fixed Term is agreed. We will then negotiate between the two parties if requested. We will prepare the extension document for both parties where requested including drafting any new or special clauses agreed between the parties varying the terms of the original Tenancy. The extension documents will be sent to both parties for signature.
- b. Try to ensure both parties sign the documentation by the start date of the new period of the Tenancy. However if the Tenant fails to return the extension documents the Tenancy will continue as a periodic Tenancy until either party gives notice in writing. While we will make every effort to obtain the signed extension documents we have no liability if the Tenant fails to return them.
- c. Date the signed documents once we have received them to complete the contract and send the documents received to the relevant party. You will receive the copy signed by the Tenant and the Tenant receives the copy signed by you.
- d. Inform you that if the Tenant has a statutory periodic tenancy rather than agreeing a new fixed Term then the Rent can only be lawfully increased, in the absence of a written agreement by both parties, on an annual basis if we serve the Tenant with a valid Notice under Section 13(2) of the Housing Act 1988. This notice advises the Tenant has a right to challenge the increase by serving you with a counter notice and ultimately referring the increase to the First Tier Tribunal ("FTT"). This could result in a hearing. If the Tenant makes a counter

proposal we will ask you whether you wish to accept it or whether you wish to pursue the issue to a hearing. If you want to do the latter we can arrange for solicitors to act on your behalf. You will be responsible for their charges.

- e. When a tenancy is renewed or a statutory periodic tenancy arises the Deposit must continue to be properly protected in the relevant Scheme.
- f. If you negotiate any renewal personally it will be your responsibility to ensure that the Deposit remains protected whether you have negotiated a new fixed term or on the arising of a statutory periodic tenancy. You must pay us for any loss suffered or cost incurred by us if you fail to comply with your statutory obligations to protect the Deposit.
- g. Since October 1 2015 the Deregulation Act 2015 applied which states that if the Tenant has complained in writing of a lack of repair and has not received an adequate response in writing; or more importantly a complaint has been made to the environmental health officer and an Order served on the Landlord to repair a section 21 Notice will not be valid for six months. The work specified in the Order must also be completed. If we manage the Premises we will endeavour to carry out all repairs and maintenance provided we are in receipt of sufficient cleared funds. However if we carry out the Let Only Service it will be the responsibility of the Landlord to ensure the Premises are kept in repair and order. We have no liability if he fails to do so and a Section 21 Notice is invalid.

take action in your name to recover unpaid monies by serving the appropriate letter requesting payment to the Occupier. If this does not have the desired effect we will advise you to instruct specialist solicitors to take further action. You will be responsible for any legal charges and expenses incurred.

5. a. Pay current outgoings such as ground rent if applicable, any service charge and/or maintenance charge or similar contribution to shared expenses and account to you regularly provided we hold sufficient funds. Although we will do our best to query any obvious discrepancies, we are entitled to accept and pay, without question, demands and accounts that appear to be in order. In particular, we cannot accept responsibility for the verification of any service or maintenance charge demands or estimates where applicable. We have no liability for any discrepancy in any invoices paid on your behalf to or any dispute with any third parties unless the loss is due to our negligence or breach of contract. It is the responsibility of the Landlord to ensure that invoices and demands are sent direct to us.
- b. Deal with day-to-day management matters, including minor repairs up to a maximum figure for any one item which will be agreed with the Landlord at the time of taking the instruction and the signing of this Agreement. Except in the case of an emergency or to enable you to comply with statute, wherever practical, an estimate is obtained and submitted to you for approval for works of redecoration, renewal or repair likely to cost more than £240 including VAT. By signing the Agreement you agree that we can instruct contractors on your behalf and deduct the cost of repairs and maintenance from the Rent or the fund mentioned below.
- c. Instruct tradesmen to carry out any maintenance, repairs or other work on your behalf. By signing the Agreement you give us authority to instruct contractors on your behalf and deduct the cost of their invoices up to a maximum of £240 including VAT except in an emergency which risks significant damage to your Premises or to the life of an individual where the amount is unlimited. You however remain liable for the payment of all invoices to tradesmen.
- d. Use a particular contractor if requested by you provided we have copies of their professional qualification, public liability insurance and the person is readily available. If any damage is caused by the negligence or failure of tradesmen specified by the Landlord we, the Agent, will not be liable for any loss suffered.
- e. Advise that we are not liable for any loss or damage suffered by you if we are unable to carry out repairs or maintenance because we do not hold any or sufficient funds or the Tenant refuses access; unless the loss or damage is due to our negligence or breach of contract.
- f. Try to visit the Premises approximately four times each year. These visits are of a limited nature in order to verify

SCHEDULE 3: FULL MANAGEMENT

1. In addition to the Letting Service detailed above we will use our best efforts to arrange for a standing order to be set up so that the Tenant can send future Rent payments direct to us. Payments received will be sent to you after receipt of cleared funds, less our agreed fees and expenses into your nominated bank or building society account, by the 10th of each month.
2. You agree to compensate us within 28 days of a statement of account from us for payment of all claims, costs, and expenses incurred as a result of repayments made by us on your behalf for any overpaid state-provided benefits. It will be your responsibility to recover these monies from the Occupier.
3. You should set up a facility with your bank to ensure payment of all regular out-goings to take account of alterations to the payment dates, void periods or failure by the Tenant to pay any sums due.
4. We cannot be held responsible if the Tenant fails to pay any sum due under the Occupancy Agreement unless it is due to our negligence or breach of contract. We will however

the general good order of the Premises and the proper conduct of the Tenancy by the Tenant. A visit will not constitute a complete check of every part of or every item in the Premises but enable us to note any visible lack of repair or maintenance which should be brought to your attention. A visit will only note repairs of which we are informed or which are clearly visible. We are not liable for any loss or damage due to hidden or latent defects. We will provide a report to you following each property visit.

- g. Supervision of the Premises is not part of our management function when it is unoccupied. If you wish us to manage your Premises during a void period we will gladly do so subject to prior agreement.
 - h. Supervise, under certain circumstances, either the partial or total refurbishment of properties. To supervise this work we will charge a fee being a percentage of the total cost of the work including VAT but subject to a minimum charge as shown in Schedule 1.
 - i. Try to arrange a mutually convenient time for contractors to meet the Tenant when attending the Premises to undertake work on your behalf. Where this is not possible we will arrange for contractors to collect keys from our office for access with the Tenants permission.
 - j. Endeavour to obtain a forwarding address to give to the water company to comply with the Flood and Water Management Act 2010 which makes payment of the final water account the liability of the Landlord if no forwarding address is provided. We cannot be held liable if the Tenant does not provide an address or gives an address that is not deemed acceptable by the water company.
6. Either party may withdraw instructions to manage the Premises upon giving two months' written notice.

SCHEDULE 4:

LANDLORD'S UNDERTAKINGS

CONSENT FOR LETTING

1. By signing these Terms and Conditions you warrant to us that you are the owner of the Premises, or otherwise lawfully entitled to enter into an Occupation Agreement. You may be asked to provide us with sufficient documentary evidence to satisfy us and the Occupier that you are entitled to do so. You will be liable to provide us with a full indemnity for any costs, losses, or other expenses we may bear due to you not having the right to enter into an Occupation Agreement.

MORTGAGE

2. By signing these Terms and Conditions you warrant to us

that you are the owner of the Premises, or otherwise lawfully entitled to enter into an Occupation Agreement. You may be asked to provide us with sufficient documentary evidence to satisfy us and the Occupier that you are entitled to do so. You will be liable to provide us with a full indemnity for any costs, losses, or other expenses we may bear due to you not having the right to enter into an Occupation Agreement.

SUB-LETTING

3. If you are a leaseholder, you will normally require the consent from your Superior Landlord, freeholder or their managing agent before you can sub-let the Premises to an applicant. In giving consent the Superior Landlord or their managing agent may require you to provide references for your Tenant and for you and your Tenant to enter into an agreement to observe the covenants contained in your head lease. A fee may be charged for granting consent to sub-let, which is your liability, and for the licence granted prior to the start of the Tenancy and upon renewal. We will need a copy of any sections of the head lease that impose restrictions on the behaviour of the Occupier together with any schedules referred to therein so that we can attach a copy of this to the Occupancy Agreement. If the Occupier is not given a copy of the relevant sections of the head lease you cannot impose any obligations contained in it upon them. This could lead you to breach the terms of your lease. You will be liable to provide us with a full indemnity for any costs, losses, or other expenses we may bear due to you not having the proper consent from your Superior Landlord to enter into an Occupation Agreement.

INSURANCE

4. It is essential that the Premises and the contents included in the Inventory and Schedule of Condition are adequately insured and that your insurers are aware that the Premises are let. Failure to do so may invalidate your insurance. You must inform your insurers whenever the Premises remain vacant for a period greater than specified in your insurance policy. You should also check that your insurance policies include third party liability to protect you if the Tenant or a visitor to the Premises is injured. You must give us copies of any section of your insurance policies that impose restrictions on the behaviour of any Occupier of the Premises to attach to the Occupancy Agreement at its commencement, including any conditions for vacant premises. If these are not given to the Occupier then they have no obligation to comply, which could be breach of your insurance contract rendering any claim void. We cannot be responsible for the renewal of your insurance cover. We strongly recommend you arrange for an insurance policy that includes amongst others cover for loss of Rent, contents, and legal expenses.

TAXATION

5. You will be liable for tax on income arising from letting the Premises and you must inform Her Majesty's Revenue and Customs ("HMRC") that you are letting the Premises. There are a number of allowances that you can claim against this income. You should seek advice on these allowances from your accountant or from the HMRC website which can be accessed on www.hmrc.gov.uk. You must also keep all your invoices for six years for tax purposes. You should be aware that we may be requested to forward a form to the HMRC detailing all landlords whose Premises we have let and the rental income they have received, regardless of the country of residence of that landlord.

The HMRC has special rules regarding the collection of tax on rental income if you are a landlord who is resident overseas for a period of more than six months in any tax year, or you subsequently move abroad. If you fall into this category it is your responsibility to obtain a tax approval number from HMRC. The relevant form and guidance notes can be downloaded from www.hmrc.gov.uk. Until that approval number is given to us by the HMRC we are legally obliged to deduct tax from your rental income at the prevailing rate, which is currently 20%. This money is forwarded to HMRC on a quarterly basis. If the Tenant pays you direct, you are non-resident in this country and he has not received approval from HMRC to pay the Rent gross the Tenant must deduct tax and forward that to HMRC on your behalf. **No person or organisation is exempt from this scheme.**

RENT ARREARS OR BREACH OF COVENANT

6. It is your responsibility to take all necessary steps to ensure that actions are taken to protect your interests, including instructing solicitors and commencing legal proceedings to preserve your rights and recover arrears of Rent and to defend all actions or other legal proceedings and arbitrations that may be brought against you in connection with the Premises. All costs and disbursements incurred including legal costs and disbursements will be payable by you.

REIMBURSEMENT OF THE AGENT

7. You will keep us reimbursed and indemnified for and against any claim, damage, expense or liability whether criminal or civil suffered by us from and during the time that we are or were acting on your behalf unless it is due to our negligence or breach of contract. For the avoidance of any doubt we reserve the right to have work carried out on your behalf and to charge you for that work to ensure that you fulfil your contractual and statutory obligations as a landlord. If any Notice is served on the Agent under the Housing Health and

Safety Rating Scheme of the Housing Act 2004 requiring the Agent to carry out any work, repairs or maintenance of the Premises the Landlord will reimburse the Agent promptly on demand for all costs expenses and fees incurred.

WATER RATES

8. You should endeavour to obtain a forwarding address from the Tenant at the end of the Tenancy if we do not manage the Premises to give to the water company to comply with the Flood and Water Management Act 2010 which makes payment of the final water account the liability of the Landlord as from October 2011 if no forwarding address is provided. We cannot be held liable if we do not manage the Premises; the Tenant does not provide an address or gives an address that is not deemed acceptable by the water company. The water companies have now provided a website called LandlordsTAP for registration of the name and address of the current account holder for the water at the Premises. It is your responsibility to ensure the information is current to prevent any liability arising for yourself relating to water charges.

SUB-CONTRACTORS

9. Any other party, including but not limited to, external inventory clerks, gas, electrical or water engineers, builders or surveyors, Domestic Energy Inspectors, or solicitors who we instruct will be instructed on your behalf. This means that you are the contracting party and that you have the primary liability for the payment of that sub-contractor's invoices, fees, charges or other expenses and that they, and not we, owe you a liability for the quality of their work.

HOUSING ACT 2004

10. Due to this Act certain types of Premises may require a licence before they can be let. It is your responsibility to determine whether you need a licence and to obtain that licence. You agree to keep us fully indemnified against all losses, costs or damages we might incur, whether criminal or civil, due to your failure to obtain an adequate licence for the letting of your Premises. If we become aware that the Premises are let in a manner which requires a licence and you refuse to obtain one we reserve the right to terminate our instruction immediately and to inform any Occupiers of the Premises and the Local Housing Authority of the situation. Also as part of the Housing Act 2004 private dwellings must comply with the Housing Health and Safety Rating System ("HHSRS") which is a means of measuring hazards and risk of injury at the Premises. This system applies to all properties but is most commonly applied to tenanted property. The responsibility for ensuring the Premises comply is entirely

that of the Landlord. If we accept an instruction to let the Premises and subsequently an order is served to comply with the HHSRS or if we incur any costs for compliance due to an order being served upon us you agree to reimburse us within fourteen days of written demand or by way of deduction from monies paid to us by the Occupier or from any other property owned by you where we collect or hold sums on your behalf.

INDEMNITY

11. If you ask us to do anything which we consider to involve a higher risk to us or to you or which is outside our normal procedure we may ask you for a written agreement to indemnify us against any loss, damage or other costs which we might incur as a result of following your instructions. If you refuse to provide this to us then we reserve the right to refuse your instructions and to terminate this Agreement.

SCHEDULE 5:

DEPOSIT HANDLING – ASSURED SHORTHOLD TENANCY DEPOSITS

We use the TDS Custodial Scheme, which is a Tenancy Deposit Protection Scheme run by The Dispute Service Ltd. It is authorised by the government to hold Tenancy Deposits until repayment is requested when the Tenancy ends. Contact details for The Dispute Service Limited are:

The Dispute Service Limited

PO Box 1255

Hemel Hempstead

Herts HP1 9GN

Phone: **0300 037 1000**

Web: **www.tenancydepositscheme.com**

Email: **deposits@tenancydepositscheme.com**

WHAT IS TENANCY DEPOSIT PROTECTION?

1. By law, a Landlord or Agent who receives a Deposit for an Assured Shorthold Tenancy that started in England or Wales on or after 6th April 2007 must protect the Deposit with a Tenancy Deposit scheme.

The Landlord or Agent has two duties under the legislation, both of which should be done within 30 days of receiving the deposit:

- a. To protect the Deposit with a government- authorised scheme.
- b. To provide the Tenant (and any relevant person) with prescribed information about where their Deposit is being protected and how it will be managed.

HOW DOES IT WORK?

2. The TDS Custodial scheme is where the scheme itself holds the Deposit during the Tenancy. Interest received on the Deposit received belongs to the TDS as this is how the service is funded; the TDS Custodial is free to use and there is no charge to Landlords, Tenants or Agents for having a dispute resolved.

WHAT IF I DO NOT COMPLY?

3. If the Landlord or Agent does not protect the Deposit or provide the prescribed information within 30 days of receiving the Deposit, the Tenant (or the person who paid the Deposit) can take the Landlord or Agent to court. The court can order the Landlord or Agent to pay the Tenant compensation of between one and three times the Deposit's value.

Non-compliance can also affect the Landlord's ability to serve notice to end the Tenancy and regain possession under section 21 of the Housing Act 1988.

TDS Custodial cannot award compensation to Tenants if a Landlord or Agent fails to comply with the law relating to Tenancy Deposit protection. This can only be dealt with by the courts.

WHAT DO I NEED TO PROVIDE?

4. Within 30 days of the start of the Tenancy the Landlord must provide the Tenant with:
 - a. The prescribed information (which includes, but is not limited to, the address of the property, amount of Deposit and the circumstances in which deductions can be made from it)
 - b. A copy of the TDS official scheme leaflet 'What is TDS?' TDS Custodial will provide the Tenant and Landlord/Agent with:
 - c. A Deposit protection certificate
 - d. Access details for an online account

WHAT HAPPENS TO THE DEPOSIT AT THE END OF THE TENANCY?

- 5.** Either the Landlord/Agent or Tenant can start the repayment process following the end of the tenancy. Once TDS Custodial receives a request for repayment, it will notify the other party of the request and invite them to respond within 30 working days to say whether they agree or disagree. If the other party responds saying that they agree to the repayment, the Deposit will be repaid as per that agreement within 10 calendar days. If the other party responds saying that they do not agree to the repayment request, they can ask for the dispute to be resolved by our dispute resolution process.

HOW DOES THE DISPUTE RESOLUTION PROCESS WORK?

- 6.** TDS Custodial will invite the Landlord to set out their claim and provide supporting documentation such as the Tenancy Agreement, check-in/check-out reports, invoices and quotations. We will then invite the Tenant to view the Landlord's evidence and respond to it, with the opportunity to submit their own supporting documentation. Each party has 14 days to submit their evidence, in turn. After the evidence gathering process is complete, the case will be sent to an independent adjudicator who will reach a binding decision within 28 days. TDS Custodial will repay the Deposit as per the adjudicator's decision within a further 10 calendar days.

WHAT IF I DON'T AGREE WITH THE OUTCOME?

- 7.** The adjudicator's decision will be based only on the evidence sent to TDS Custodial – there will be no hearing or visit to the property. The adjudicator's decision is final. There is no right of appeal to TDS Custodial or to the government department in charge of the Tenancy Deposit protection schemes.

WHAT IF THE OTHER PARTY DOESN'T RESPOND TO MY REPAYMENT REQUEST?

- 8.** If the other party does not respond within 30 working days, the party requesting repayment must complete a statutory declaration before TDS Custodial can repay the Deposit. The statutory declaration is a sworn legal document confirming that the other party cannot be contacted,

and confirms any claims made on the Deposit and the amounts to be repaid to each party.

TDS Custodial provides a simple template to use for this process. Further guidance on this is available on the TDS website or through their customer contact centre.

The requesting party must send the sworn statutory declaration and related documentation to TDS Custodial who will send it to the other party and give them the opportunity to respond within 14 days. If the other party does not respond to the statutory declaration, TDS will repay the requested amount of the Deposit within 10 days.

Should the other party respond to the scheme to say that they do not agree to the repayment request, they can ask for the dispute to be resolved through TDS Custodial's dispute resolution process. The parties should, in the first instance, attempt to resolve the dispute directly with each other.

WHERE THE TENANCY IS NOT AN AST

- 9.** The Deposit does not have to be protected by law. However, the Tenancy Deposit Scheme will make its independent alternative dispute resolution service available to you as our client, because we are a Member of the Scheme.
- 10.** If a dispute arises you, we or the Tenant will contact the Scheme. Then:
- the Scheme will propose what they consider to be the most effective way of resolving the dispute (assisted negotiation, mediation, adjudication or arbitration);
 - you, we and the Tenant must consent in writing to the proposed method if we all want to proceed (if we don't, the options are to negotiate or litigate);
 - the parties will have to pay a fee of £600 including VAT (or such other minimum fee as the Scheme may set from time to time) or 10% of the Deposit plus VAT, whichever is the larger amount.
 - The Scheme will not start the dispute resolution process until all parties have agreed in writing to use the Scheme and paid the applicable fee and the disputed Deposit to the Scheme.

JOINT LANDLORDS

- 11.** If there is more than one person forming the Landlord, any of you will be able to participate in alternative dispute resolution. TDS does not accept liability to any one or more joint persons forming the Landlord by acting on the instructions of any other joint person forming the Landlord. TDS does not accept directions from joint persons forming the Landlord to deal only with instructions agreed unanimously by joint persons. If you want all decisions to be made jointly, this is something that should be agreed

between the persons forming the Landlord prior to requesting adjudication. It will then be a matter for the persons forming the Landlord to resolve among themselves if one or more of them have not complied with that agreement.

WARRANTY

12. The Landlord warrants that all the information he has provided to the Agent is correct to the best of his knowledge and belief. If the Landlord provides incorrect information to the Agent which causes the Agent to suffer loss or causes legal proceedings to be taken the Landlord agrees to reimburse and compensate the Agent for all losses suffered.

SCHEDULE 6: SAFETY LEGISLATION

THE FURNITURE AND FURNISHINGS (FIRE) (SAFETY) (AMENDMENT) REGULATIONS 1993

1. It is a criminal offence to let Premises with upholstered furniture or soft furnishings containing foams that cannot be proven to comply with the above Regulations. By signing this Agreement you give us authority to remove any item that does not have a fire label attached to it. The Regulations require that specified items must be must be match resistant, cigarette resistant and carry a permanent label.

ELECTRICAL EQUIPMENT (SAFETY) REGULATIONS 1994

2. You are responsible for providing instruction books for all items of electrical equipment and for ensuring that all electrical appliances within the Premises comply with the above Regulations. You should also ensure that all electrical installations are safe and have them checked regularly. If we need to arrange for a safety check under these Regulations the cost for this will be payable by the Landlord.

GAS SAFETY (INSTALLATION AND USE) REGULATIONS 1998

3. It is a criminal offence to let Premises with gas appliances, installations and pipe-work that have not been checked by a Gas Safe Registered Engineer. You will need to provide us with a copy of a Gas Safety Certificate ("GSC") carried out no

more than twelve months previously. If this GSC is not sent to us when you return this Agreement you give us authority to arrange for a gas safety check. The GSC will need to be renewed at twelve monthly intervals. If we are managing the Premises we will arrange for a new GSC automatically at your expense if you do not advise us that you will be arranging this, and/or if you fail to provide us with a new one at least 5 working days before the existing one expires. We need to give your Tenant documentary proof of your compliance with these Regulations at the commencement of the Tenancy and within twenty-eight days of the GSC being renewed. If you use your own contractor we will need proof of their Gas Safe registration. No Tenancy can commence until we are in receipt of a valid GSC. If we are not managing the Premises it is the legal responsibility of the Landlord to arrange for the gas safety check and for a copy of the Gas Safety Certificate being given to the Tenant annually. We have no liability if the Landlord fails to comply with the Regulations. Gas Safe now recommends that a carbon monoxide detector is installed in all properties. If a valid GSC is not held by the Tenant a Section 21 Notice will be void.

PART "P" BUILDING REGULATIONS (ELECTRICAL SAFETY IN DWELLINGS)

4. From January 1 2005 the above Regulations came into force requiring qualified personnel to carry out certain electrical work at premises. To ensure compliance with the Regulations we will only use a competent person to carry out any electrical work at the Premises. If the Landlord wishes to use his own contractor we will need written proof that he is currently registered with an approved self-certification scheme before issuing instructions. In the absence of such proof we will instruct our own contractor if managing the Premises. We do not instruct contractors if we are not managing the Premises.

SMOKE ALARMS AND CARBON MONOXIDE ALARMS

5. It is the law that all newly built premises from June 1992 must have mains fitted smoke alarms with battery back-up. From October 1 2015 the Landlord has the legal obligation to fit smoke alarms on each storey of the Premises and a carbon monoxide detector in any room with a solid fuel appliance which includes wood burning stoves before entering into any new Tenancy or for any existing Tenancy. In addition the Landlord is required to have the detector and alarms tested prior to the start of any new Tenancy commencing from October 1 2015 and to hold records of such tests. We will arrange fitting of the alarms and detector if required prior to the start of the Tenancy or during the Tenancy for any properties that we manage; and testing

of the alarm and detector appliances prior to the start of any new Tenancy from October 1 2015 at the Landlord's expense. Maintenance of the appliances is the Landlord's responsibility during the Tenancy regardless of the start date of the Tenancy. The Tenant will be responsible for testing the alarms and detector during the Tenancy, replacing all defective batteries and informing the Landlord or the Agent of any defect in the alarm or detector.

ENERGY PERFORMANCE CERTIFICATE ("EPC")

6. All properties going on the market for letting must have an EPC. A copy must be given to the Tenant with written details or prior to the first viewing. The Landlord must provide us with an EPC when first giving instructions. The Premises cannot be marketed without an EPC as the first page must be provided to the applicant with written instructions. A fixed penalty for every property marketed without an EPC may be imposed by the Trading Standards Officer. We can arrange an EPC subject to the charge outlined in Additional Services. If the Tenant does not hold a valid EPC the Section 21 Notice will be void. The Agent has no liability if the Landlord fails to provide an EPC.

LEGIONNAIRES' DISEASE

7. In order to comply with the Health and Safety Executive's Code of Practice the Landlord must carry out a risk assessment at the Premises prior to letting especially if there are open water tanks, cooling systems, a hot tub, pond, or a swimming pool. A copy of any written risk assessment is provided upon instruction and at the latest prior to any Tenancy agreement being signed. By signing these Terms of Business the Landlord acknowledges his responsibility for the safety of the Tenant at the Premises, confirms he has considered all risks regarding Legionnaires Disease and has carried out a risk assessment. If we think a further assessment is required it will be carried out at the Landlord's expense.

INTERNAL BLINDS AND EUROPEAN SAFETY STANDARDS

8. New European Regulations now apply to the installations for raising and lowering blinds; and the movement of curtains across windows. This means that new blinds and curtains being installed by a contractor will have fixed cords or ball

bearing pulls to prevent any danger of asphyxiation to a young child; and a warning notice with the purchasing material. Existing blinds and windows may need to be fitted with safety features to ensure compliance to ensure safety. If we are managing the Premises we will check all blinds and curtains on a management visit and if necessary arrange for the relevant safety feature to be fitted at the Landlord's expense. If we are not managing the Premises it is the Landlord's responsibility to make such checks and arrange the fitting of any necessary safety feature. We have no liability if such precautions are not carried out.

SCHEDULE 7:

NOTICE OF THE RIGHT TO CANCEL (CONSUMER LANDLORDS ONLY)

1. If you sign this contract away from our offices, either following face to face negotiations or if all the negotiations have been by phone or email and you have never dealt face to face with our representative, the following applies:
 - a. You have the right to cancel this contract within 14 days without giving any reason;
 - b. The cancellation period will expire after 14 days from the day you sign this Agreement;
 - c. To exercise the right to cancel, you must inform us of your decision to cancel this contract by a clear statement sent to us by post or email.
 - d. To meet the cancellation deadline, it is sufficient for you to send your communication concerning your exercise of the right to cancel before the cancellation period has expired;
 - e. If you cancel this contract, we will reimburse to you all payments received from you but subject to clause g below. We will make the reimbursement without undue delay, and not later than 14 days after the day on which we are informed about your decision to cancel this contract;
 - f. Under the Cancellation Regulations we cannot begin providing you with the service under these terms unless you have requested that we begin the service in writing.
 - g. If you request in writing that we begin performance of the service prior to the end of the cooling off period and subsequently you exercise your right to cancel you shall pay us an amount which is in proportion to the work we have done until you have communicated to us your cancellation.

If you decide to cancel this contract during the Cancellation Period you must do so in writing to;

To The Directors
Redmayne Miller
Anglesey
Sutton Road
Haddenham
Ely CB6 3PS

Email: will@redmaynemiller.co.uk or
ali@redmaynemiller.co.uk

at any time within the Cancellation Period

Your Cancellation Notice takes effect as soon as it is posted or sent.

If you would like to know more about your rights you can contact your local Trading Standards Department, or your nearest Citizens' Advice Bureau.

SCHEDULE 8:

ALL CHARGES PAYABLE BY THE LANDLORD (Prices are shown including VAT)

Where applicable, there may be some additional charges for external services provided. Please note: these are to be used as guidance and are not a fixed quotation.

ENERGY PERFORMANCE CERTIFICATE (EPC)

£72.00 – 84.00 (depending on size of property)

GAS SAFETY CERTIFICATE

£66.00 – £108.00 (depending on number of appliances)

ELECTRICAL INSTALLATION CONDITION REPORT (EICR)

£150.00 – 250.00 approx. (depending on size of property)

INVENTORY

£72.00 – £204.00 (depending on size of property)

LEGIONELLA RISK ASSESSMENT

£60.00

PROFESSIONAL CLEANING

Quotation available on request

PORTABLE APPLIANCE TESTING (PAT)

£54.00 (based upon 10 tests, each subsequent test will be charged at an additional £1.00)



INDEPENDENT LETTING AGENCY

T. 01223 667 355 | E. info@redmaynemiller.co.uk | REDMAYNEMILLER.CO.UK

Redmayne Miller Ltd t/a Redmayne Miller | Reg No: 11032163 | VAT No: 281 9132 96 | Anglesey, Sutton Road, Haddenham, Ely CB6 3PS



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