

## Premium Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	18.00%	15%
Tenancy set up From	£474.00	£395.00
Credit references (per applicant and per guarantor)	£0.00	£0.00
Deposit registration (per Security Deposit)	£0.00	£0.00
Gas safety check	£70.00	£58.33
Energy Performance certification	£80.00	£66.67
Electrical Installation Condition Report and Portable Appliance Test From	£170.00	£141.67
Legionella risk assessment	£60.00	£50.00
Tenancy renewal	£84.00	£70.00
Rent review	£0.00	£0.00
Tenancy check in From	£0.00	£0.00
Tenancy check out From	£0.00	£0.00
"Featured property" advertising	£33.00	£27.50
Floor plan	£45.00	£37.50
Video tour	£45.00	£37.50
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£0.00	£0.00
2 bed*	£0.00	£0.00
3 bed*	£0.00	£0.00
4 bed*	£0.00	£0.00
5 bed*	£0.00	£0.00
Additional fee, in addition to the above, if fully furnished	£48.00	£40.00
Additional requested property visits (per visit)	£48.00	£40.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£36.00	£30.00
Non-UK residents accounting to HMRC (per tax year)	£66.00	£55.00
<b>Hourly rate for work not included in your service level (non-exhaustive list below):</b>		
Preparation of documents for dispute adjudication or court proceedings	£42.00	£35.00
Drawing up of documentation if not included in Service level	£27.00	£22.50
Attendance at court	£48.00	£40.00
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£585.00	£487.50
Administration fee for withdrawing from an offer of a tenancy	£165.00	£137.50
Provision of duplicate documents or statements	£27.00	£22.50
Cutting of keys (per key) From	£15.00	£12.50
Service of statutory notices to recover possession (per notice)	£60.00	£50.00

## Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	14.40%	12%
Tenancy set up From	£474.00	£395.00
Credit references (per applicant and per guarantor)	£0.00	£0.00
Deposit registration (per Security Deposit)	£39.00	£32.50
Gas safety check	£70.00	£58.33
Energy Performance certification	£80.00	£66.67
Electrical Installation Condition Report and Portable Appliance Test From	£170.00	£141.67
Legionella risk assessment	£60.00	£50.00
Tenancy renewal	£84.00	£70.00
Rent review	£0.00	£0.00
Tenancy check in From	£102.00	£85.00
Tenancy check out From	£102.00	£85.00
"Featured property" advertising	£33.00	£27.50
Floor plan	£45.00	£37.50
Video tour	£45.00	£37.50
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£102.00	£85.00
2 bed*	£126.00	£105.00
3 bed*	£150.00	£125.00
4 bed*	£174.00	£145.00
5 bed*	£198.00	£165.00
Additional fee, in addition to the above, if fully furnished	£48.00	£40.00
Additional requested property visits (per visit)	£48.00	£40.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£36.00	£30.00
Non-UK residents accounting to HMRC (per tax year)	£66.00	£55.00
<b>Hourly rate for work not included in your service level (non-exhaustive list below):</b>		
Preparation of documents for dispute adjudication or court proceedings	£42.00	£35.00
Drawing up of documentation if not included in Service level	£27.00	£22.50
Attendance at court	£48.00	£40.00
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£585.00	£487.50
Administration fee for withdrawing from an offer of a tenancy	£165.00	£137.50
Provision of duplicate documents or statements	£27.00	£22.50
Cutting of keys (per key) From	£15.00	£12.50
Service of statutory notices to recover possession (per notice)	£60.00	£50.00

## Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	9.00%	7.50%
Tenancy set up	£585.00	£487.50
Credit references (per applicant and per guarantor)	£20.00	£16.67
Deposit registration (per Security Deposit)	£39.00	£32.50
Gas safety check	£70.00	£58.33
Energy Performance certification	£80.00	£66.67
Electrical Installation Condition Report and Portable Appliance Test From	£170.00	£141.67
Legionella risk assessment	£60.00	£50.00
Tenancy renewal	£105.00	£87.50
Rent review	£15.00	£12.50
Tenancy check in From	£102.00	£85.00
Tenancy check out From	£102.00	£85.00
"Featured property" advertising	£33.00	£27.50
Floor plan	£45.00	£37.50
Video tour	£45.00	£37.50
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£102.00	£85.00
2 bed*	£126.00	£105.00
3 bed*	£150.00	£125.00
4 bed*	£174.00	£145.00
5 bed*	£198.00	£165.00
Additional fee, in addition to the above, if fully furnished	£48.00	£40.00
Additional requested property visits (per visit)	£48.00	£40.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£36.00	£30.00
Non-UK residents accounting to HMRC (per tax year)	£66.00	£55.00
<b>Hourly rate for work not included in your service level (non-exhaustive list below):</b>		
Preparation of documents for dispute adjudication or court proceedings	£42.00	£35.00
Drawing up of documentation if not included in Service level	£27.00	£22.50
Attendance at court	£48.00	£40.00
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£585.00	£487.50
Administration fee for withdrawing from an offer of a tenancy	£165.00	£137.50
Provision of duplicate documents or statements	£27.00	£22.50
Cutting of keys (per key) From	£15.00	£12.50
Service of statutory notices to recover possession (per notice)	£60.00	£50.00

## Tenant Find Service

Description	Including VAT	Excluding VAT
Monthly service commission %	£0.00	£0.00
Tenancy set up		£585.00
Credit references (per applicant and per guarantor)	£20.00	£16.67
Deposit registration (per Security Deposit)	£39.00	£32.50
Gas safety check	£70.00	£58.33
Energy Performance certification	£80.00	£66.67
Electrical Installation Condition Report and Portable Appliance Test From	£170.00	£141.67
Legionella risk assessment	£60.00	£50.00
Tenancy renewal	£105.00	£87.50
Rent review	£15.00	£12.50
Tenancy check in From	£102.00	£85.00
Tenancy check out From	£102.00	£85.00
"Featured property" advertising	£33.00	£27.50
Floor plan	£45.00	£37.50
Video tour	£45.00	£37.50
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£102.00	£85.00
2 bed*	£126.00	£105.00
3 bed*	£150.00	£125.00
4 bed*	£174.00	£145.00
5 bed*	£198.00	£165.00
Additional fee, in addition to the above, if fully furnished	£48.00	£40.00
Additional requested property visits (per visit)	£48.00	£40.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£36.00	£30.00
Non-UK residents accounting to HMRC (per tax year)	£66.00	£55.00
<b>Hourly rate for work not included in your service level (non-exhaustive list below):</b>		
Preparation of documents for dispute adjudication or court proceedings	£42.00	£35.00
Drawing up of documentation if not included in Service level	£27.00	£22.50
Attendance at court	£48.00	£40.00
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£585.00	£487.50
Administration fee for withdrawing from an offer of a tenancy	£165.00	£137.50
Provision of duplicate documents or statements	£27.00	£22.50
Cutting of keys (per key) From	£15.00	£12.50
Service of statutory notices to recover possession (per notice)	£60.00	£50.00