

## Premium Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	16.80%	14%
Tenancy set up From	£300.00	£250
Credit references (per applicant and per guarantor)	£6.00	£5
Deposit registration (per Security Deposit)	£24.00	£20
Gas safety check	£108.00	£90
Energy Performance certification	£84.00	£70
Electrical Installation Condition Report and Portable Appliance Test From	£168.00	£140
Legionella risk assessment	£72.00	£60
Tenancy renewal	£108.00	£90
Rent review	£30.00	£25
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£114.00	£95
2 bed*	£114.00	£95
3 bed*	£114.00	£95
4 bed*	£126.00	£105
5 bed*	£138.00	£115
Additional fee, in addition to the above, if fully furnished	£60.00	£50
Additional requested property visits (per visit)	£60.00	£50
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50
Non-UK residents accounting to HMRC (per tax year)	£120.00	£100
<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	£90.00	£75
Drawing up of documentation if not included in Service level	£108.00	£90
Attendance at court	£180.00	£150
Early termination of management service with a sitting tenant	£594.00	£495
Administration fee for withdrawing from an offer of a tenancy	£180.00	£150
Provision of duplicate documents or statements	£30.00	£25
Cutting of keys (per key) From	£12.00	£10
Service of statutory notices to recover possession (per notice)	£48.00	£40

## Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	14.40%	12%
Tenancy set up From	£300.00	£250
Credit references (per applicant and per guarantor)	£6.00	£5
Deposit registration (per Security Deposit)	£24.00	£20
Gas safety check	£108.00	£90
Energy Performance certification	£84.00	£70
Electrical Installation Condition Report and Portable Appliance Test From	£168.00	£140
Legionella risk assessment	£72.00	£60
Tenancy renewal	£108.00	£90
Rent review	£30.00	£25
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£114.00	£95
2 bed*	£114.00	£95
3 bed*	£114.00	£95
4 bed*	£126.00	£105
5 bed*	£138.00	£115
Additional fee, in addition to the above, if fully furnished	£60.00	£50
Additional requested property visits (per visit)	£60.00	£50
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50
Non-UK residents accounting to HMRC (per tax year)	£120.00	£100
<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	£90.00	£75
Drawing up of documentation if not included in Service level	£108.00	£90
Attendance at court	£180.00	£150
Early termination of management service with a sitting tenant	£594.00	£495
Administration fee for withdrawing from an offer of a tenancy	£180.00	£150
Provision of duplicate documents or statements	£30.00	£25
Cutting of keys (per key) From	£12.00	£10
Service of statutory notices to recover possession (per notice)	£48.00	£40

## Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	12.00%	10%
Tenancy set up	£300.00	£250
Credit references (per applicant and per guarantor)	£6.00	£5
Deposit registration (per Security Deposit)	£24.00	£20
Gas safety check	£108.00	£90
Energy Performance certification	£84.00	£70
Electrical Installation Condition Report and Portable Appliance Test From	£168.00	£140
Legionella risk assessment	£72.00	£60
Tenancy renewal	£108.00	£90
Rent review	£30.00	£25
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£114.00	£95
2 bed*	£114.00	£95
3 bed*	£114.00	£95
4 bed*	£126.00	£105
5 bed*	£138.00	£115
Additional fee, in addition to the above, if fully furnished	£60.00	£50
Additional requested property visits (per visit)	£60.00	£50
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50
Non-UK residents accounting to HMRC (per tax year)	£120.00	£100
<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	£90.00	£75
Drawing up of documentation if not included in Service level	£108.00	£90
Attendance at court	£180.00	£150
Early termination of management service with a sitting tenant	£594.00	£495
Administration fee for withdrawing from an offer of a tenancy	£180.00	£150
Provision of duplicate documents or statements	£30.00	£25
Cutting of keys (per key) From	£12.00	£10
Service of statutory notices to recover possession (per notice)	£48.00	£40

## Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	£594.00	£495
Credit references (per applicant and per guarantor)	£12.00	£10
Deposit registration (per Security Deposit)	£60.00	£50
Gas safety check	£108.00	£90
Energy Performance certification	£84.00	£70
Electrical Installation Condition Report and Portable Appliance Test From	£168.00	£140
Legionella risk assessment	£72.00	£60
Tenancy renewal	£108.00	£90
Rent review	£30.00	£25
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£180.00	£150
2 bed*	£180.00	£150
3 bed*	£180.00	£150
4 bed*	£210.00	£175
5 bed*	£240.00	£200
Additional fee, in addition to the above, if fully furnished	£120.00	£100
<b>Hourly rate for work not included in your service level (non-exhaustive list below):</b>		
Administration fee for withdrawing from an offer of a tenancy	£180.00	£150
Provision of duplicate documents or statements	£30.00	£25
Cutting of keys (per key) From	£120.00	£100
Service of statutory notices to recover possession (per notice)	£120.00	£100