

## Essential Managed Service

Description	Excluding VAT	Including VAT
<b>Core Fees (Cover services listed where no additional fees are specified)</b>		
Monthly Service Commission %	10%	12.00%
(Subject to a minimum monthly fee of)	£45	£54.00
Tenancy Set Up	£400	£480.00
<b>Additional Fees (standard charges over and above Core Fees)</b>		
Credit References (Per Applicant and per Guarantor)	£0	£0.00
Rent Guarantee Insurance	£300	£360.00
Legal / Eviction Insurance	£0	£0.00
Deposit Registration (Per Security Deposit)	£0	£0.00
Check Out Inspection/Report	£0	£0.00
<b>Inventory preparation</b>		
Agency Termination Fee (Termination of our Management Service with a tenant in situ)	50%	60.00%
Tenancy Abort Fee (Administration fee for withdrawing from an offer of a tenancy after referencing has been passed)	£150	£180.00
Rent Review Fee	£0	£0.00
<b>Optional Fees (charged where you ask us to do things out with Core and Additional services)</b>		
Supervision of Works Fee	5%	6.00%
Additional Property Visits Requested (Per Visit)	£25	£30.00
Annual Summary Income/Expenditure for HMRC (Per Tax Year)	£0	£0.00
Tenancy Agreement Amendment Charge	£150	£180.00
Hourly rate for work not included in your service level (non-exhaustive list below)		
Preparation for adjudication or Legal proceedings; Attendance at Hearings; Grant of or renewal of HMO Licence)	£25	£30.00
Provision of duplicate documents or statements	£0	£0.00
Service of statutory notices to recover possession (per notice)	£50	£60.00
Maintenance Referral Fee, Contractors may pay us a referral fee of up to a maximum percentage of the invoice value of	5%	6.00%
<b>Conflicts of Interest</b>		

