

## Premium Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	18.00%	15%
Tenancy set up From	£300.00	£250
Deposit registration (per Security Deposit)	£24.00	£20
Gas safety check	£80.00	£66.67
Energy Performance certification	£80.00	£66.67
Electrical Installation Condition Report and Portable Appliance Test From	£180.00	£150
Legionella risk assessment	£80.00	£66.67
Tenancy renewal	£60.00	£50
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£60.00	£50
2 bed*	£120.00	£100
3 bed*	£120.00	£100
4 bed*	£120.00	£100
5 bed*	£120.00	£100
Additional fee, in addition to the above, if fully furnished	£60.00	£50.00
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	£120.00	£100
Drawing up of documentation if not included in Service level	£60.00	£50
Early termination of management service with a sitting tenant	£300.00	£250
Administration fee for withdrawing from an offer of a tenancy	£120.00	£100
Provision of duplicate documents or statements	£12.00	£10
Cutting of keys (per key) From	£6.00	£5
Service of statutory notices to recover possession (per notice)	£60.00	£50

## Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	15.00%	12.5%
Tenancy set up From	£300.00	£250
Deposit registration (per Security Deposit)	£24.00	£20
Gas safety check	£80.00	£66.67
Energy Performance certification	£80.00	£66.67
Electrical Installation Condition Report and Portable Appliance Test From	£180.00	£150
Legionella risk assessment	£80.00	£66.67
Tenancy renewal	£60.00	£50
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£60.00	£50
2 bed*	£120.00	£100
3 bed*	£120.00	£100
4 bed*	£120.00	£100
5 bed*	£120.00	£100
Additional fee, in addition to the above, if fully furnished	£60.00	£50.00
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	£120.00	£100
Drawing up of documentation if not included in Service level	£60.00	£50
Early termination of management service with a sitting tenant	£300.00	£250
Administration fee for withdrawing from an offer of a tenancy	£120.00	£100
Cutting of keys (per key) From	£6.00	£5
Service of statutory notices to recover possession (per notice)	£60.00	£50

## Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	6.00%	5%
Tenancy set up	£300.00	£250.00
Deposit registration (per Security Deposit)	£24.00	£20.00
Gas safety check	£80.00	£66.67
Energy Performance certification	£80.00	£66.67
Electrical Installation Condition Report and Portable Appliance Test From	£180.00	£150
Legionella risk assessment	£80.00	£66.67
Tenancy renewal	£60.00	£50.00
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£60.00	£50
2 bed*	£120.00	£100
3 bed*	£120.00	£100
4 bed*	£120.00	£100
5 bed*	£120.00	£100
Additional fee, in addition to the above, if fully furnished	£60.00	£50
Additional requested property visits (per visit)	£30.00	£25
<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	£120.00	£100
Cutting of keys (per key) From	£6.00	£5
Service of statutory notices to recover possession (per notice)	£60.00	£50

## Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	£600.00	£500
Gas safety check	£80.00	£66.67
Energy Performance certification	£80.00	£66.67
Electrical Installation Condition Report and Portable Appliance Test From	£180.00	£150
Legionella risk assessment	£80.00	£66.67
Tenancy renewal	£60.00	£50.00
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£60.00	£50.00
2 bed*	£120.00	£100.00
3 bed*	£120.00	£100.00
4 bed*	£120.00	£100.00
5 bed*	£120.00	£100.00
Additional fee, in addition to the above, if fully furnished	£60.00	£50.00
Additional requested property visits (per visit)	£30.00	£25.00
<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	£120.00	£100.00
Cutting of keys (per key) From	£6.00	£5
Service of statutory notices to recover possession (per notice)	£60.00	£50.00