

Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	12.00%	10%
Tenancy set up From	£390.00	£325
Credit references (per applicant and per guarantor)	£36.00	£30
Deposit registration (per Security Deposit)	£30.00	£25
Gas safety check	£85.00	£70.83
Energy Performance certification	£96.00	£80
Electrical Installation Condition Report and Portable Appliance Test From	£210.00	£175
Tenancy renewal	£144.00	£120
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£126.00	£105
2 bed*	£144.00	£120
3 bed*	£162.00	£135
4 bed*	£180.00	£150
5 bed*	£210.00	£175
Additional fee, in addition to the above, if fully furnished	30.00%	25%
Additional requested property visits (per visit)	£54.00	£45
Non-UK residents accounting to HMRC (per tax year)	£60.00	£50
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£60.00	£50
Drawing up of documentation if not included in Service level	50	50
Attendance at court	£120.00	£100
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£300.00	£250
Administration fee for withdrawing from an offer of a tenancy	£240.00	£200
Cutting of keys (per key) From	£24.00	£20
Service of statutory notices to recover possession (per notice)	£114.00	£95

Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	7.20%	6%
Tenancy set up	£390.00	£325
Credit references (per applicant and per guarantor)	£36.00	£30
Deposit registration (per Security Deposit)	£30.00	£25
Gas safety check	£85.00	£70.83
Energy Performance certification	£96.00	£80
Electrical Installation Condition Report and Portable Appliance Test From	£210.00	£175
Legionella risk assessment	£105.00	£87.50
Tenancy renewal	£144.00	£120
Rent review	£60.00	£50
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£126.00	£105
2 bed*	£144.00	£120
3 bed*	£162.00	£135
4 bed*	£180.00	£150
5 bed*	£210.00	£175
Additional fee, in addition to the above, if fully furnished	30.00%	25%
Additional requested property visits (per visit)	£54.00	£45
Annual statement of income and expenditure for HMRC purposes (per tax year)	£36.00	£30
Non-UK residents accounting to HMRC (per tax year)	£60.00	£50
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£60.00	£50
Drawing up of documentation if not included in Service level	£60.00	£50
Attendance at court	£120.00	£100
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£300.00	£250
Administration fee for withdrawing from an offer of a tenancy	£240.00	£200
Cutting of keys (per key) From	£24.00	£20
Service of statutory notices to recover possession (per notice)	£114.00	£95

Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	£600.00	£500
Credit references (per applicant and per guarantor)	£36.00	£30
Deposit registration (per Security Deposit)	£30.00	£25
Gas safety check	£85.00	£70.83
Energy Performance certification	£96.00	£80
Electrical Installation Condition Report and Portable Appliance Test From	£210.00	£175
Tenancy renewal	£144.00	£120
Rent review	£60.00	£50
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£126.00	£105
2 bed*	£144.00	£120
3 bed*	£162.00	£135
4 bed*	£180.00	£150
5 bed*	£210.00	£175
Additional fee, in addition to the above, if fully furnished	30.00%	25%
Additional requested property visits (per visit)	£60.00	£50
Annual statement of income and expenditure for HMRC purposes (per tax year)	£36.00	£30
Non-UK residents accounting to HMRC (per tax year)	£72.00	£60
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£60.00	£50
Drawing up of documentation if not included in Service level	£60.00	£50
Attendance at court	£120.00	£100
Administration fee for withdrawing from an offer of a tenancy	£240.00	£200
Cutting of keys (per key) From	£24.00	£20
Service of statutory notices to recover possession (per notice)	£114.00	£95