

Premium Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	16.80%	14%
Tenancy set up From	£300.00	£250.00
Credit references (per applicant and per guarantor)	£200.00	£166.67
Deposit registration (per Security Deposit)	£60.00	£50.00
Gas safety check	£150.00	£125.00
Energy Performance certification	£108.00	£90.00
Electrical Installation Condition Report and Portable Appliance Test From	£216.00	£180.00
Legionella risk assessment	£120.00	£100.00
Tenancy renewal	£300.00	£250.00
Rent review	£300.00	£250.00
Tenancy check out From	£100.00	£83.33
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£140.00	£116.67
2 bed*	£160.00	£133.33
3 bed*	£175.00	£145.83
4 bed*	£200.00	£166.67
5 bed*	£250.00	£208.33
Additional fee, in addition to the above, if fully furnished	£60.00	£50.00
Additional requested property visits (per visit)	£120.00	£100.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50.00
Non-UK residents accounting to HMRC (per tax year)	£120.00	£100.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£180.00	£150.00
Drawing up of documentation if not included in Service level	£120.00	£100.00
Attendance at court	£240.00	£200.00
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£1,200.00	£1000.00
Administration fee for withdrawing from an offer of a tenancy	£400.00	£333.33
Provision of duplicate documents or statements	£30.00	£25.00
Cutting of keys (per key) From	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£120.00	£100.00

Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	14.40%	12%
Tenancy set up From	£300.00	£250.00
Credit references (per applicant and per guarantor)	£200.00	£166.67
Deposit registration (per Security Deposit)	£60.00	£50.00
Gas safety check	£150.00	£125.00
Energy Performance certification	£108.00	£90.00
Electrical Installation Condition Report and Portable Appliance Test From	£216.00	£180.00
Legionella risk assessment	£120.00	£100.00
Tenancy renewal	£300.00	£250.00
Rent review	£300.00	£250.00
Tenancy check out From	£100.00	£83.33
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£140.00	£116.67
2 bed*	£160.00	£133.33
3 bed*	£175.00	£145.83
4 bed*	£200.00	£166.67
5 bed*	£250.00	£208.33
Additional fee, in addition to the above, if fully furnished	£60.00	£50.00
Additional requested property visits (per visit)	£120.00	£100.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50.00
Non-UK residents accounting to HMRC (per tax year)	£120.00	£100.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£180.00	£150.00
Drawing up of documentation if not included in Service level	£120.00	£100.00
Attendance at court	£240.00	£200.00
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£1,200.00	£1000.00
Administration fee for withdrawing from an offer of a tenancy	£400.00	£333.33
Provision of duplicate documents or statements	£30.00	£25.00
Cutting of keys (per key) From	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£120.00	£100.00

Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	8.40%	7%
Tenancy set up	£300.00	£250.00
Credit references (per applicant and per guarantor)	£200.00	£166.67
Deposit registration (per Security Deposit)	£60.00	£50.00
Gas safety check	£150.00	£125.00
Energy Performance certification	£108.00	£90.00
Electrical Installation Condition Report and Portable Appliance Test From	£216.00	£180.00
Legionella risk assessment	£120.00	£100.00
Tenancy renewal	£300.00	£250.00
Rent review	£300.00	£250.00
Tenancy check in From	£60.00	£50.00
Tenancy check out From	£200.00	£166.67
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£140.00	£116.67
2 bed*	£160.00	£133.33
3 bed*	£175.00	£145.83
4 bed*	£200.00	£166.67
5 bed*	£250.00	£208.33
Additional fee, in addition to the above, if fully furnished	£60.00	£50.00
Additional requested property visits (per visit)	£120.00	£100.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50.00
Non-UK residents accounting to HMRC (per tax year)	£120.00	£100.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£180.00	£150.00
Drawing up of documentation if not included in Service level	£120.00	£100.00
Attendance at court	£240.00	£200.00
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£1,200.00	£1000.00
Administration fee for withdrawing from an offer of a tenancy	£400.00	£333.33
Provision of duplicate documents or statements	£30.00	£25.00
Cutting of keys (per key) From	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£120.00	£100.00

Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	100.00%	83.33%
Monthly service commission %	£0.00	£0.00
Tenancy set up		£0.00
Credit references (per applicant and per guarantor)	£0.00	£0.00
Deposit registration (per Security Deposit)	£60.00	£50.00
Gas safety check	£150.00	£125.00
Energy Performance certification	£108.00	£90.00
Electrical Installation Condition Report and Portable Appliance Test From	£216.00	£180.00
Legionella risk assessment	£120.00	£100.00
Tenancy renewal	£300.00	£250.00
Rent review	£300.00	£250.00
Tenancy check in From	£60.00	£50.00
Tenancy check out From	£200.00	£166.67
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£140.00	£116.67
2 bed*	£160.00	£133.33
3 bed*	£175.00	£145.83
4 bed*	£200.00	£166.67
5 bed*	£250.00	£208.33
Additional fee, in addition to the above, if fully furnished	£60.00	£50.00
Additional requested property visits (per visit)	£120.00	£100.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50.00
Non-UK residents accounting to HMRC (per tax year)	£120.00	£100.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£180.00	£150.00
Drawing up of documentation if not included in Service level	£120.00	£100.00
Attendance at court	£240.00	£200.00
Administration fee for withdrawing from an offer of a tenancy	£400.00	£333.33
Provision of duplicate documents or statements	£30.00	£25.00
Cutting of keys (per key) From	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£120.00	£100.00