

Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	12.00%	10%
Tenancy set up From	£420.00	£350.00
Gas safety check	£90.00	£75.00
Energy Performance certification	£90.00	£75.00
Electrical Installation Condition Report and Portable Appliance Test From	£240.00	£200.00
Legionella risk assessment	£240.00	£200.00
Tenancy renewal	£90.00	£75.00
Rent review	£90.00	£75.00
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£120.00	£100.00
2 bed*	£120.00	£100.00
3 bed*	£120.00	£100.00
4 bed*	£180.00	£150.00
5 bed*	£180.00	£150.00
Additional requested property visits (per visit)	£60.00	£50.00
Non-UK residents accounting to HMRC (per tax year)	£300.00	£250.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£90.00	£75.00
Drawing up of documentation if not included in Service level	£90.00	£75.00
Attendance at court	£90.00	£75.00
Early termination of management service with a sitting tenant	£630.00	£525.00
Administration fee for withdrawing from an offer of a tenancy	£420.00	£350.00
Provision of duplicate documents or statements	£12.00	£10.00
Cutting of keys (per key) From	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£72.00	£60.00

Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	£630.00	£525.00
Deposit registration (per Security Deposit)	£90.00	£75.00
Gas safety check	£90.00	£75.00
Energy Performance certification	£90.00	£75.00
Electrical Installation Condition Report and Portable Appliance Test From	£240.00	£200.00
Legionella risk assessment	£240.00	£200.00
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£120.00	£100.00
2 bed*	£120.00	£100.00
3 bed*	£120.00	£100.00
4 bed*	£180.00	£150.00
5 bed*	£180.00	£150.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Administration fee for withdrawing from an offer of a tenancy	£630.00	£525.00
Provision of duplicate documents or statements	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£72.00	£60.00