

Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	12.00%	10%
Tenancy set up From	£450.00	£375
Credit references (per applicant and per guarantor)	£90.00	£75
Deposit registration (per Security Deposit)	£30.00	£25
Gas safety check	£90.00	£75
Energy Performance certification	£90.00	£75
Electrical Installation Condition Report and Portable Appliance Test From	£216.00	£180
Tenancy renewal	£70.00	£58.33
Rent review	£70.00	£58.33
Tenancy check in From	£0.00	£0
Tenancy check out From	£0.00	£0
Professional photography, from	£0.00	£0
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£120.00	£100
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)	£60.00	£50
Annual statement of income and expenditure for HMRC purposes (per tax year)	£30.00	£25
Hourly rate for work not included in your service level (non-exhaustive list below):		
Drawing up of documentation if not included in Service level	£72.00	£60
Attendance at court	£300.00	£250
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£250.00	£208.33
Administration fee for withdrawing from an offer of a tenancy	£100.00	£83.33
Provision of duplicate documents or statements	£30.00	£25.00
Cutting of keys (per key) From	£15.00	£12.50

Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	9.60%	8%
Tenancy set up	£450.00	£375
Credit references (per applicant and per guarantor)	£90.00	£75
Deposit registration (per Security Deposit)	£30.00	£25
Gas safety check	£90.00	£75
Energy Performance certification	£90.00	£75
Electrical Installation Condition Report and Portable Appliance Test From	£216.00	£180
Tenancy renewal	£70.00	£58.33
Rent review	£90.00	£75.00
Tenancy check in From	£0.00	£0
Tenancy check out From	£0.00	£0
Professional photography, from	£0.00	£0
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£120.00	£100
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)	£60.00	£50
Annual statement of income and expenditure for HMRC purposes (per tax year)	£30.00	£25
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	£180.00	£150.00
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£250.00	£208.33
Administration fee for withdrawing from an offer of a tenancy	£100.00	£83.33
Provision of duplicate documents or statements	£30.00	£25.00
Cutting of keys (per key) From	£30.00	£25.00
Service of statutory notices to recover possession (per notice)	£180.00	£150.00
Property visits and reports to include smoke alarm and carbon monoxide testing. Immigration Act Right to Rent. Housing health and safety rating system (HHSRS) risk assessment.	£50.00	£41.67

Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	£90.00	£75
Tenancy set up		£375
Credit references (per applicant and per guarantor)	£90.00	£75
Gas safety check	£90.00	£75
Energy Performance certification	£90.00	£75
Electrical Installation Condition Report and Portable Appliance Test From	£216.00	£180.00
Tenancy renewal	£90.00	£75
Rent review	£90.00	£75
Tenancy check in From	£0.00	£0
Professional photography, from	£0.00	£0
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£120.00	£100
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	£72.00	£60
Additional requested property visits (per visit)	£90.00	£75
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
Drawing up of documentation if not included in Service level	£108.00	£90
Administration fee for withdrawing from an offer of a tenancy	£120.00	£100.00
Cutting of keys (per key) From	£15.00	£12.50
Property visits and reports to include smoke alarm and carbon monoxide testing. Immigration Act Right to Rent. Housing health and safety rating system (HHSRS) risk assessment.	£50.00	£41.67