

Premium Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	15.00%	12.5%
Tenancy set up From	£660.00	£550
Credit references (per applicant and per guarantor)	£240.00	£200
Deposit registration (per Security Deposit)	£60.00	£50
Gas safety check	£120.00	£100
Energy Performance certification	£120.00	£100
Electrical Installation Condition Report and Portable Appliance Test From	£156.00	£130
Legionella risk assessment	£144.00	£120
Tenancy renewal	£276.00	£230
Rent review	£108.00	£90
Tenancy check in From	£108.00	£90
Tenancy check out From	£144.00	£120
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£144.00	£120
2 bed*	£168.00	£140
3 bed*	£192.00	£160
4 bed*	£240.00	£200
5 bed*	£300.00	£250
Additional fee, in addition to the above, if fully furnished	£90.00	£75
Additional requested property visits (per visit)	£60.00	£50
Annual statement of income and expenditure for HMRC purposes (per tax year)	£120.00	£100
Non-UK residents accounting to HMRC (per tax year)	£120.00	£100
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£240.00	£200
Drawing up of documentation if not included in Service level	£360.00	£300
Attendance at court	£240.00	£200
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	120.00%	100%
Administration fee for withdrawing from an offer of a tenancy	£264.00	£220
Provision of duplicate documents or statements	£60.00	£50
Cutting of keys (per key) From	£12.00	£10
Service of statutory notices to recover possession (per notice)	£120.00	£100

Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	12.00%	10%
Tenancy set up From	60.00%	50%
Credit references (per applicant and per guarantor)	£240.00	£200
Deposit registration (per Security Deposit)	£60.00	£50
Gas safety check	£120.00	£100
Energy Performance certification	£120.00	£100
Electrical Installation Condition Report and Portable Appliance Test From	£156.00	£130
Legionella risk assessment	£144.00	£120
Tenancy renewal	£276.00	£230
Rent review	£144.00	£120
Tenancy check in From	£108.00	£90
Tenancy check out From	£144.00	£120
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£144.00	£120
2 bed*	£168.00	£140
3 bed*	£192.00	£160
4 bed*	£240.00	£200
5 bed*	£300.00	£250
Additional fee, in addition to the above, if fully furnished	£90.00	£75
Additional requested property visits (per visit)	£118.80	£99
Annual statement of income and expenditure for HMRC purposes (per tax year)	£120.00	£100
Non-UK residents accounting to HMRC (per tax year)	£120.00	£100
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£240.00	£200
Drawing up of documentation if not included in Service level	£360.00	£300
Attendance at court	£240.00	£200
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	120.00%	100%
Administration fee for withdrawing from an offer of a tenancy	£240.00	£200
Provision of duplicate documents or statements	50	50
Cutting of keys (per key) From	£12.00	£10
Service of statutory notices to recover possession (per notice)	£120.00	£100
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.	£118.80	£99

Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	8.40%	7%
Tenancy set up	£720.00	£600
Credit references (per applicant and per guarantor)	£240.00	£200
Deposit registration (per Security Deposit)	£84.00	£70
Gas safety check	£120.00	£100
Energy Performance certification	£120.00	£100
Electrical Installation Condition Report and Portable Appliance Test From	£156.00	£130
Legionella risk assessment	£144.00	£120
Tenancy renewal	£276.00	£230
Rent review	£144.00	£120
Tenancy check in From	£108.00	£90
Tenancy check out From	£144.00	£120
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£144.00	£120
2 bed*	£168.00	£140
3 bed*	£192.00	£160
4 bed*	£240.00	£200
5 bed*	£300.00	£250
Additional fee, in addition to the above, if fully furnished	£90.00	£75
Additional requested property visits (per visit)	£180.00	£150
Annual statement of income and expenditure for HMRC purposes (per tax year)	£240.00	£200
Non-UK residents accounting to HMRC (per tax year)	£240.00	£200
Hourly rate for work not included in your service level (non-exhaustive list below):		
Administration fee for withdrawing from an offer of a tenancy	£240.00	£200
Provision of duplicate documents or statements	£36.00	£30
Cutting of keys (per key) From	£12.00	£10
Service of statutory notices to recover possession (per notice)	£144.00	£120

Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	120.00%	100%
Credit references (per applicant and per guarantor)	£240.00	£200
Deposit registration (per Security Deposit)	£120.00	£100
Gas safety check	£150.00	£125
Energy Performance certification	£150.00	£125
Electrical Installation Condition Report and Portable Appliance Test From	£180.00	£150
Legionella risk assessment	£168.00	£140
Tenancy renewal	£276.00	£230
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£168.00	£140
2 bed*	£192.00	£160
3 bed*	£216.00	£180
4 bed*	£360.00	£300
5 bed*	£420.00	£350
Additional fee, in addition to the above, if fully furnished	£120.00	£100
Additional requested property visits (per visit)	£300.00	£250
Hourly rate for work not included in your service level (non-exhaustive list below):		