

Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	15.60%	13%
Tenancy set up From	£264.00	£220
Credit references (per applicant and per guarantor)	£60.00	£50
Deposit registration (per Security Deposit)	£42.00	£35
Gas safety check	£108.00	£90
Energy Performance certification	£72.00	£60
Electrical Installation Condition Report and Portable Appliance Test From	£180.00	£150
Legionella risk assessment	£108.00	£90
Tenancy renewal	£90.00	£75
Rent review	£30.00	£25
Tenancy check in From	£72.00	£60
Tenancy check out From	£72.00	£60
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£96.00	£80
2 bed*	£120.00	£100
3 bed*	£132.00	£110
4 bed*	£144.00	£120
5 bed*	£156.00	£130
Additional requested property visits (per visit)	£30.00	£25
Annual statement of income and expenditure for HMRC purposes (per tax year)	£0.00	£0
Non-UK residents accounting to HMRC (per tax year)	£0.00	£0
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	£240.00	£200
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£720.00	£600
Administration fee for withdrawing from an offer of a tenancy	£240.00	£200
Provision of duplicate documents or statements	£6.00	£5
Cutting of keys (per key) From	£12.00	£10
Service of statutory notices to recover possession (per notice)	£120.00	£100

Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	10.80%	9%
Tenancy set up	£264.00	£220
Credit references (per applicant and per guarantor)	£60.00	£50
Deposit registration (per Security Deposit)	£42.00	£35
Gas safety check	£108.00	£90
Energy Performance certification	£72.00	£60
Electrical Installation Condition Report and Portable Appliance Test From	£180.00	£150
Legionella risk assessment	£108.00	£90
Tenancy renewal	£90.00	£75
Rent review	£30.00	£25
Tenancy check in From	£72.00	£60
Tenancy check out From	£72.00	£60
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£96.00	£80
2 bed*	£120.00	£100
3 bed*	£132.00	£110
4 bed*	£144.00	£120
5 bed*	£156.00	£130
Additional requested property visits (per visit)	£72.00	£60
Annual statement of income and expenditure for HMRC purposes (per tax year)	£0.00	£0
Non-UK residents accounting to HMRC (per tax year)	£0.00	£0
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	£240.00	£200
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£720.00	£600
Administration fee for withdrawing from an offer of a tenancy	£240.00	£200
Provision of duplicate documents or statements	£6.00	£5
Cutting of keys (per key) From	£12.00	£10
Service of statutory notices to recover possession (per notice)	£120.00	£100

Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	£720.00	£600
Credit references (per applicant and per guarantor)	£60.00	£50
Gas safety check	£108.00	£90
Energy Performance certification	£72.00	£60
Electrical Installation Condition Report and Portable Appliance Test From	£180.00	£150
Legionella risk assessment	£108.00	£90
Tenancy renewal	£120.00	£100
Rent review	£42.00	£35
Tenancy check in From	£72.00	£60
Tenancy check out From	£90.00	£75
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£120.00	£100
2 bed*	£132.00	£110
3 bed*	£144.00	£120
4 bed*	£156.00	£130
5 bed*	£168.00	£140
Additional requested property visits (per visit)	£72.00	£60
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
Cutting of keys (per key) From	£12.00	£10