

## Premium Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	16.80%	14%
Tenancy set up From	£480.00	£400
Credit references (per applicant and per guarantor)	£78.00	£65
Deposit registration (per Security Deposit)	£30.00	£25
Gas safety check	£96.00	£80
Energy Performance certification	£102.00	£85
Electrical Installation Condition Report and Portable Appliance Test From	£288.00	£240
Legionella risk assessment	£102.00	£85
Tenancy renewal	£198.00	£165
Rent review	£30.00	£25
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
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	£30.00	£25
Additional requested property visits (per visit)	£30.00	£25
Annual statement of income and expenditure for HMRC purposes (per tax year)	£30.00	£25
Non-UK residents accounting to HMRC (per tax year)	£30.00	£25
<b>Hourly rate for work not included in your service level (non-exhaustive list below):</b>		
Preparation of documents for dispute adjudication or court proceedings	£102.00	£85
Drawing up of documentation if not included in Service level	£102.00	£85
Attendance at court	£240.00	£200
Early termination of management service with a sitting tenant	£480.00	£400
Administration fee for withdrawing from an offer of a tenancy	£180.00	£150
Provision of duplicate documents or statements	£30.00	£25
Cutting of keys (per key) From	£12.00	£10
Service of statutory notices to recover possession (per notice)	£30.00	£25

## Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	14.40%	12%
Tenancy set up From	£480.00	£400
Credit references (per applicant and per guarantor)	£78.00	£65
Deposit registration (per Security Deposit)	£30.00	£25
Gas safety check	£96.00	£80
Energy Performance certification	£102.00	£85
Electrical Installation Condition Report and Portable Appliance Test From	£288.00	£240
Legionella risk assessment	£102.00	£85
Tenancy renewal	£198.00	£165
Rent review	£30.00	£25
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
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	£30.00	£25
Additional requested property visits (per visit)	£30.00	£25
Annual statement of income and expenditure for HMRC purposes (per tax year)	£30.00	£25
Non-UK residents accounting to HMRC (per tax year)	£30.00	£25
<b>Hourly rate for work not included in your service level (non-exhaustive list below):</b>		
Preparation of documents for dispute adjudication or court proceedings	£102.00	£85
Drawing up of documentation if not included in Service level	£102.00	£85
Attendance at court	£240.00	£200
Early termination of management service with a sitting tenant	£480.00	£400
Administration fee for withdrawing from an offer of a tenancy	£180.00	£150
Provision of duplicate documents or statements	£30.00	£25
Cutting of keys (per key) From	£12.00	£10
Service of statutory notices to recover possession (per notice)	£30.00	£25

## Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	9.60%	8%
Tenancy set up	£480.00	£400
Credit references (per applicant and per guarantor)	£78.00	£65
Deposit registration (per Security Deposit)	£30.00	£25
Gas safety check	£96.00	£80
Energy Performance certification	£102.00	£85
Electrical Installation Condition Report and Portable Appliance Test From	£288.00	£240
Legionella risk assessment	£102.00	£85
Tenancy renewal	£198.00	£165
Rent review	£30.00	£25
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
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	£30.00	£25
Additional requested property visits (per visit)	£30.00	£25
Annual statement of income and expenditure for HMRC purposes (per tax year)	£30.00	£25
Non-UK residents accounting to HMRC (per tax year)	£30.00	£25
<b>Hourly rate for work not included in your service level (non-exhaustive list below):</b>		
Preparation of documents for dispute adjudication or court proceedings	£102.00	£85
Drawing up of documentation if not included in Service level	£102.00	£85
Attendance at court	£240.00	£200
Early termination of management service with a sitting tenant	£180.00	£150
Administration fee for withdrawing from an offer of a tenancy	£480.00	£400
Provision of duplicate documents or statements	£180.00	£150
Cutting of keys (per key) From	£12.00	£10
Service of statutory notices to recover possession (per notice)	£30.00	£25

## Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	£900.00	£750
Credit references (per applicant and per guarantor)	£78.00	£65
Deposit registration (per Security Deposit)	£30.00	£25
Gas safety check	£96.00	£80
Energy Performance certification	£102.00	£85
Electrical Installation Condition Report and Portable Appliance Test From	£288.00	£240
Legionella risk assessment	£102.00	£85
Tenancy renewal	£216.00	£180
Rent review	£30.00	£25
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
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	£30.00	£25
Additional requested property visits (per visit)	£30.00	£25
Annual statement of income and expenditure for HMRC purposes (per tax year)	£30.00	£25
Non-UK residents accounting to HMRC (per tax year)	£30.00	£25
<b>Hourly rate for work not included in your service level (non-exhaustive list below):</b>		
Preparation of documents for dispute adjudication or court proceedings	£180.00	£150
Drawing up of documentation if not included in Service level	£60.00	£50
Attendance at court	£300.00	£250
Early termination of management service with a sitting tenant	£180.00	£150
Administration fee for withdrawing from an offer of a tenancy	£180.00	£150
Provision of duplicate documents or statements	£30.00	£25
Cutting of keys (per key) From	£12.00	£10
Service of statutory notices to recover possession (per notice)	£198.00	£165