

Premium Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	19.20%	16.00%
Tenancy set up From	90.00%	75.00%
Credit references (per applicant and per guarantor)	£60.00	£50.00
Deposit registration (per Security Deposit)	£60.00	£50.00
Gas safety check	£102.00	£85.00
Energy Performance certification	£102.00	£85.00
Electrical Installation Condition Report and Portable Appliance Test From	£307.20	£256
Legionella risk assessment	£102.00	£85.00
Tenancy renewal	£210.00	£175.00
Tenancy check in From	£54.00	£45.00
Tenancy check out From	£168.00	£140.00
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£144.00	£120.00
2 bed*	£168.00	£140.00
3 bed*	£192.00	£160.00
4 bed*	£216.00	£180.00
5 bed*	£240.00	£200.00
Additional fee, in addition to the above, if fully furnished	£144.00	£120.00
Additional requested property visits (per visit)	£60.00	£50.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£36.00	£30.00
Non-UK residents accounting to HMRC (per tax year)	£36.00	£30.00
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	£50.00
Drawing up of documentation if not included in Service level	£60.00	£50.00
Attendance at court	£108.00	£90.00
Early termination of management service with a sitting tenant	120.00%	100%
Administration fee for withdrawing from an offer of a tenancy	£360.00	£300.00
Provision of duplicate documents or statements	£24.00	£20.00
Cutting of keys (per key) From	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£72.00	£60.00

Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	16.80%	14%
Tenancy set up From	90.00%	75%
Credit references (per applicant and per guarantor)	£60.00	£50.00
Deposit registration (per Security Deposit)	£60.00	£50.00
Gas safety check	£102.00	£85.00
Energy Performance certification	£102.00	£85.00
Electrical Installation Condition Report and Portable Appliance Test From	£307.20	£256
Legionella risk assessment	£102.00	£85.00
Tenancy renewal	£210.00	£175.00
Tenancy check in From	£54.00	£45.00
Tenancy check out From	£168.00	£140.00
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£144.00	£120.00
2 bed*	£168.00	£140.00
3 bed*	£192.00	£160.00
4 bed*	£216.00	£180.00
5 bed*	£240.00	£200.00
Additional fee, in addition to the above, if fully furnished	£144.00	£120.00
Additional requested property visits (per visit)	£60.00	£50.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£36.00	£30.00
Non-UK residents accounting to HMRC (per tax year)	£36.00	£30.00
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	£50.00
Drawing up of documentation if not included in Service level	£60.00	£50.00
Attendance at court	£72.00	£60.00
Early termination of management service with a sitting tenant	120.00%	100%
Administration fee for withdrawing from an offer of a tenancy	£360.00	£300.00
Provision of duplicate documents or statements	£24.00	£20.00
Cutting of keys (per key) From	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£30.00	£25.00

Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	12.00%	10%
Tenancy set up	90.00%	75%
Credit references (per applicant and per guarantor)	£60.00	£50.00
Deposit registration (per Security Deposit)	£36.00	£30.00
Gas safety check	£102.00	£85.00
Energy Performance certification	£102.00	£85.00
Electrical Installation Condition Report and Portable Appliance Test From	£307.20	£256
Legionella risk assessment	£102.00	£85.00
Tenancy renewal	£660.00	£550.00
Tenancy check in From	£54.00	£45.00
Tenancy check out From	£168.00	£140.00
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£144.00	£120.00
2 bed*	£168.00	£140.00
3 bed*	£192.00	£160.00
4 bed*	£216.00	£180.00
5 bed*	£240.00	£200.00
Additional fee, in addition to the above, if fully furnished	£144.00	£120.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Administration fee for withdrawing from an offer of a tenancy	£360.00	£300.00
Cutting of keys (per key) From	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£144.00	£120.00

Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	90.00%	75%
Credit references (per applicant and per guarantor)	£60.00	£50.00
Gas safety check	£102.00	£85.00
Energy Performance certification	£102.00	£85.00
Electrical Installation Condition Report and Portable Appliance Test From	£307.20	£256
Legionella risk assessment	£102.00	£85.00
Tenancy renewal	£540.00	£450.00
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£144.00	£120.00
2 bed*	£168.00	£140.00
3 bed*	£192.00	£160.00
4 bed*	£216.00	£180.00
5 bed*	£240.00	£200.00
Additional fee, in addition to the above, if fully furnished	£144.00	£120.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Administration fee for withdrawing from an offer of a tenancy	£480.00	£400.00