

## Premium Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	18.00%	15%
Tenancy set up From	£300.00	£250
Gas safety check	£114.00	£95
Energy Performance certification	£57.00	£47.50
Electrical Installation Condition Report and Portable Appliance Test From	£210.00	£175
Legionella risk assessment	£54.00	£45
Tenancy check in From	£96.00	£80
Tenancy check out From	£96.00	£80
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£96.00	£80
2 bed*	£120.00	£100
3 bed*	£144.00	£120
4 bed*	£162.00	£135
5 bed*	£180.00	£150
Non-UK residents accounting to HMRC (per tax year)	£60.00	£50
<b>Hourly rate for work not included in your service level (non-exhaustive list below):</b>		
Attendance at court	£180.00	£150
Administration fee for withdrawing from an offer of a tenancy	£120.00	£100
Cutting of keys (per key) From	£12.00	£10

## Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	12.00%	10%
Tenancy set up From	£300.00	£250
Gas safety check	£114.00	£95
Energy Performance certification	£57.00	£47.50
Electrical Installation Condition Report and Portable Appliance Test From	£210.00	£175
Legionella risk assessment	£54.00	£45
Tenancy renewal	£120.00	£100
Tenancy check in From	£96.00	£80
Tenancy check out From	£96.00	£80
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£96.00	£80
2 bed*	£120.00	£100
3 bed*	£144.00	£120
4 bed*	£162.00	£135
5 bed*	£180.00	£150
Additional requested property visits (per visit)	£60.00	£50
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50
Non-UK residents accounting to HMRC (per tax year)	£60.00	£50
<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	£120.00	£100
Drawing up of documentation if not included in Service level	£60.00	£50
Attendance at court	£180.00	£150
Administration fee for withdrawing from an offer of a tenancy	£120.00	£100
Cutting of keys (per key) From	£12.00	£10

## Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	8.40%	7%
Tenancy set up	£300.00	£250
Gas safety check	£114.00	£95
Energy Performance certification	£57.00	£47.50
Electrical Installation Condition Report and Portable Appliance Test From	£210.00	£175
Legionella risk assessment	£54.00	£45
Tenancy renewal	£120.00	£100
Rent review	£60.00	£50
Tenancy check in From	£96.00	£80
Tenancy check out From	£96.00	£80
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£96.00	£80
2 bed*	£120.00	£100
3 bed*	£144.00	£120
4 bed*	£162.00	£135
5 bed*	£180.00	£150
Additional requested property visits (per visit)	£60.00	£50
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50
Non-UK residents accounting to HMRC (per tax year)	£60.00	£50
<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	£120.00	£100
Drawing up of documentation if not included in Service level	£120.00	£100
Attendance at court	£300.00	£250
Administration fee for withdrawing from an offer of a tenancy	£120.00	£100
Cutting of keys (per key) From	£12.00	£10
Service of statutory notices to recover possession (per notice)	£60.00	£50

## Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	60.00%	50%
Tenancy set up	£300	£250
Deposit registration (per Security Deposit)	£60.00	£50
Gas safety check	£114.00	£95
Energy Performance certification	£57.00	£47.50
Electrical Installation Condition Report and Portable Appliance Test From	£210.00	£175
Legionella risk assessment	£54.00	£45
Rent review	£60.00	£50
Tenancy check in From	£96.00	£80
Tenancy check out From	£96.00	£80
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£96.00	£80
2 bed*	£120.00	£100
3 bed*	£144.00	£120
4 bed*	£162.00	£135
5 bed*	£180.00	£150
Additional requested property visits (per visit)	£60.00	£50
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50
Non-UK residents accounting to HMRC (per tax year)	£60.00	£50
<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	£300.00	£250
Drawing up of documentation if not included in Service level	£60.00	£50
Attendance at court	£300.00	£250
Administration fee for withdrawing from an offer of a tenancy	£120.00	£100
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)	£60.00	£50