

Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	13.20%	11%
Tenancy set up From	60.00%	50%
Credit references (per applicant and per guarantor)	£150.00	£125
Deposit registration (per Security Deposit)	£60.00	£50
Gas safety check	£72.00	£60
Energy Performance certification	£90.00	£75
Electrical Installation Condition Report and Portable Appliance Test From	£192.00	£160
Legionella risk assessment	£96.00	£80
Tenancy renewal	£114.00	£95
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£78.00	£65
2 bed*	£90.00	£75
3 bed*	£102.00	£85
4 bed*	£114.00	£95
5 bed*	£126.00	£105
Additional fee, in addition to the above, if fully furnished	£18.00	£15
Additional requested property visits (per visit)	£72.00	£60
Annual statement of income and expenditure for HMRC purposes (per tax year)	£72.00	£60
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):		
Preparation of documents for dispute adjudication or court proceedings	£180.00	£150
Drawing up of documentation if not included in Service level	£180.00	£150
Attendance at court	£180.00	£150
Early termination of management service with a sitting tenant	£600.00	£500
Provision of duplicate documents or statements	£72.00	£60
Service of statutory notices to recover possession (per notice)	£180.00	£150

Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	9.60%	8%
Tenancy set up	60.00%	50%
Credit references (per applicant and per guarantor)	£150.00	£125
Gas safety check	£72.00	£60
Energy Performance certification	£90.00	£75
Electrical Installation Condition Report and Portable Appliance Test From	£192.00	£160
Legionella risk assessment	£96.00	£80
Tenancy renewal	£114.00	£95
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£78.00	£65
2 bed*	£90.00	£75
3 bed*	£102.00	£85
4 bed*	£114.00	£95
5 bed*	£126.00	£105
Additional fee, in addition to the above, if fully furnished	£18.00	£15
Additional requested property visits (per visit)	£90.00	£75
Annual statement of income and expenditure for HMRC purposes (per tax year)	£72.00	£60
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):		
Preparation of documents for dispute adjudication or court proceedings	£180.00	£150
Drawing up of documentation if not included in Service level	£180.00	£150
Attendance at court	£180.00	£150
Early termination of management service with a sitting tenant	£600.00	£500
Provision of duplicate documents or statements	£72.00	£60

Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	90.00%	75%
Credit references (per applicant and per guarantor)	£150.00	£125
Gas safety check	£72.00	£60
Energy Performance certification	£90.00	£75
Electrical Installation Condition Report and Portable Appliance Test From	£192.00	£160
Legionella risk assessment	£96.00	£80
Tenancy renewal	£114.00	£95
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£78.00	£65
2 bed*	£90.00	£75
3 bed*	£102.00	£85
4 bed*	£114.00	£95
5 bed*	£126.00	£105
Additional fee, in addition to the above, if fully furnished	£18.00	£15
Additional requested property visits (per visit)	£90.00	£75
Annual statement of income and expenditure for HMRC purposes (per tax year)	£72.00	£60
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):		
Preparation of documents for dispute adjudication or court proceedings	£180.00	£150
Drawing up of documentation if not included in Service level	£180.00	£150
Attendance at court	£180.00	£150
Administration fee for withdrawing from an offer of a tenancy	£360.00	£300
Provision of duplicate documents or statements	£72.00	£60