

## Premium Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	16.80%	14%
Tenancy set up From	£240.00	£200.00
Credit references (per applicant and per guarantor)	£90.00	£75.00
Deposit registration (per Security Deposit)	£60.00	£50.00
Gas safety check	£81.00	£67.50
Energy Performance certification	£84.00	£70.00
Electrical Installation Condition Report and Portable Appliance Test From	£158.40	£132.00
Legionella risk assessment	£75.00	£62.50
Tenancy renewal	£180.00	£150.00
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£117.60	£98.00
2 bed*	£129.60	£108.00
3 bed*	£141.60	£118.00
4 bed*	£153.60	£128.00
5 bed*	£165.60	£138.00
Additional fee, in addition to the above, if fully furnished	£12.00	£10.00
Additional requested property visits (per visit)	£60.00	£50.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50.00
Non-UK residents accounting to HMRC (per tax year)	£120.00	£100.00
<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	£60.00	£50.00
Drawing up of documentation if not included in Service level	£60.00	£50.00
Attendance at court	£300.00	£250.00
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	72.00%	60%
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)	£144.00	£120.00

## Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	14.40%	12%
Tenancy set up From	£240.00	£200
Credit references (per applicant and per guarantor)	£90.00	£75
Deposit registration (per Security Deposit)	£84.00	£70
Gas safety check	£81.00	£67.50
Energy Performance certification	£84.00	£70
Electrical Installation Condition Report and Portable Appliance Test From	£158.40	£132
Legionella risk assessment	£75.00	£62.50
Tenancy renewal	£180.00	£150
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£117.60	£98
2 bed*	£129.60	£108
3 bed*	£141.60	£118
4 bed*	£153.60	£128
5 bed*	£165.60	£138
Additional fee, in addition to the above, if fully furnished	£12.00	£10
Additional requested property visits (per visit)	£84.00	£70
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50
Non-UK residents accounting to HMRC (per tax year)	£120.00	£100
<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	£60.00	£50
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 (fixed fee or percentage of one month's rent)	72.00%	60%
Administration fee for withdrawing from an offer of a tenancy	£360.00	£300
Provision of duplicate documents or statements	£24.00	£20
Cutting of keys (per key) From	£12.00	£10
Service of statutory notices to recover possession (per notice)	£144.00	£120

## Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	12.00%	10%
Tenancy set up	£240.00	£200.00
Credit references (per applicant and per guarantor)	£90.00	£75.00
Deposit registration (per Security Deposit)	£84.00	£70.00
Gas safety check	£81.00	£67.50
Energy Performance certification	£84.00	£70.00
Electrical Installation Condition Report and Portable Appliance Test From	£158.40	£132.00
Legionella risk assessment	£75.00	£62.50
Tenancy renewal	£240.00	£200.00
Tenancy check in From	£120.00	£100.00
Tenancy check out From	£120.00	£100.00
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£117.60	£98.00
2 bed*	£129.60	£108.00
3 bed*	£141.60	£118.00
4 bed*	£153.60	£128.00
5 bed*	£165.60	£138.00
Additional fee, in addition to the above, if fully furnished	£12.00	£10.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50
Non-UK residents accounting to HMRC (per tax year)	£120.00	£100
<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	£60.00	£50.00
Drawing up of documentation if not included in Service level	£60.00	£50.00
Attendance at court	£300.00	£250.00
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	72.00%	60%
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)	£144.00	£120.00

## Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	72.00%	60%
Credit references (per applicant and per guarantor)	£90.00	£75.00
Deposit registration (per Security Deposit)	£84.00	£70.00
Gas safety check	£81.00	£67.50
Energy Performance certification	£84.00	£70.00
Electrical Installation Condition Report and Portable Appliance Test From	£158.40	£132.00
Legionella risk assessment	£75.00	£62.50
Tenancy renewal	£240.00	£200.00
Tenancy check in From	£120.00	£100
Tenancy check out From	£120.00	£100
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£117.60	£98.00
2 bed*	£129.60	£108.00
3 bed*	£141.60	£118.00
4 bed*	£153.60	£128.00
5 bed*	£165.60	£138.00
Additional fee, in addition to the above, if fully furnished	£12.00	£10.00
<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	£96.00	£80.00
Drawing up of documentation if not included in Service level	£96.00	£80.00
Attendance at court	£300.00	£250.00
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)	£180.00	£150.00