

Premium Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	18.00%	15%
Tenancy set up From	£420.00	£350.00
Credit references (per applicant and per guarantor)	£50.00	£41.67
Gas safety check	£92.40	£77.00
Energy Performance certification	£90.00	£75.00
Electrical Installation Condition Report and Portable Appliance Test From	£198.00	£165.00
Legionella risk assessment	£60.00	£50.00
Tenancy renewal	£60.00	£50.00
Rent review	£30.00	£25.00
Tenancy check out From	£60.00	£50.00
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£84.00	£70.00
2 bed*	£84.00	£70.00
3 bed*	£84.00	£70.00
4 bed*	£102.00	£85.00
5 bed*	£102.00	£85.00
Additional fee, in addition to the above, if fully furnished	£30.00	£25.00
Additional requested property visits (per visit)	£48.00	£40.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£54.00	£45.00
Non-UK residents accounting to HMRC (per tax year)	£108.00	£90.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£120.00	£100.00
Drawing up of documentation if not included in Service level	£120.00	£100.00
Attendance at court	£180.00	£150.00
Early termination of management service with a sitting tenant	£540.00	£450.00
Administration fee for withdrawing from an offer of a tenancy	£180.00	£150.00
Provision of duplicate documents or statements	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£108.00	£90.00

Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	14.40%	12%
Tenancy set up From	£420.00	£350.00
Credit references (per applicant and per guarantor)	£50.00	£41.67
Gas safety check	£92.40	£77.00
Energy Performance certification	£90.00	£75.00
Electrical Installation Condition Report and Portable Appliance Test From	£198.00	£165.00
Legionella risk assessment	£60.00	£50.00
Tenancy renewal	£60.00	£50.00
Rent review	£30.00	£25.00
Tenancy check out From	£60.00	£50.00
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£84.00	£70.00
2 bed*	£84.00	£70.00
3 bed*	£84.00	£70.00
4 bed*	£102.00	£85.00
5 bed*	£102.00	£85.00
Additional fee, in addition to the above, if fully furnished	£30.00	£25.00
Additional requested property visits (per visit)	£48.00	£40.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£54.00	£45.00
Non-UK residents accounting to HMRC (per tax year)	£108.00	£90.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£120.00	£100.00
Drawing up of documentation if not included in Service level	£120.00	£100.00
Attendance at court	£180.00	£150.00
Early termination of management service with a sitting tenant	£540.00	£450.00
Administration fee for withdrawing from an offer of a tenancy	£180.00	£150.00
Provision of duplicate documents or statements	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£108.00	£90.00

Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	10.80%	9%
Tenancy set up	£420.00	£350.00
Credit references (per applicant and per guarantor)	£50.00	£41.67
Gas safety check	£92.40	£77.00
Energy Performance certification	£90.00	£75.00
Electrical Installation Condition Report and Portable Appliance Test From	£198.00	£165.00
Legionella risk assessment	£60.00	£50.00
Tenancy renewal	£60.00	£50.00
Rent review	£30.00	£25.00
Tenancy check out From	£60.00	£50.00
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£84.00	£70.00
2 bed*	£84.00	£70.00
3 bed*	£84.00	£70.00
4 bed*	£102.00	£85.00
5 bed*	£102.00	£85.00
Additional fee, in addition to the above, if fully furnished	£30.00	£25.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£54.00	£45.00
Non-UK residents accounting to HMRC (per tax year)	£108.00	£90.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Early termination of management service with a sitting tenant	£540.00	£450.00
Administration fee for withdrawing from an offer of a tenancy	£180.00	£150.00
Provision of duplicate documents or statements	£12.00	£10.00

Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	£540.00	£450.00
Credit references (per applicant and per guarantor)	£50.00	£41.67
Gas safety check	£92.40	£77.00
Energy Performance certification	£90.00	£75.00
Electrical Installation Condition Report and Portable Appliance Test From	£198.00	£165.00
Legionella risk assessment	£60.00	£50.00
Tenancy renewal	£90.00	£75.00
Rent review	£30.00	£25.00
Tenancy check out From	£60.00	£50.00
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£84.00	£70.00
2 bed*	£84.00	£70.00
3 bed*	£84.00	£70.00
4 bed*	£102.00	£85.00
5 bed*	£102.00	£85.00
Additional fee, in addition to the above, if fully furnished	£30.00	£25.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Administration fee for withdrawing from an offer of a tenancy	£180.00	£150.00
Provision of duplicate documents or statements	£12.00	£10.00