

## Premium Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	15.00%	12.5%
Tenancy set up From	£252.00	£210
Legionella risk assessment	£144.00	£120
Tenancy renewal	£108.00	£90
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£138.00	£115
2 bed*	£156.00	£130
3 bed*	£180.00	£150
4 bed*	£210.00	£175
5 bed*	£240.00	£200
Additional requested property visits (per visit)	£60.00	£50
Annual statement of income and expenditure for HMRC purposes (per tax year)	£36.00	£30
Non-UK residents accounting to HMRC (per tax year)	£36.00	£30
<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	£30.00	£25
Drawing up of documentation if not included in Service level	£30.00	£25
Attendance at court	£60.00	£50
Early termination of management service with a sitting tenant	£600.00	£500
Administration fee for withdrawing from an offer of a tenancy	£300.00	£250
Provision of duplicate documents or statements	£30.00	£25
Cutting of keys (per key) From	£30.00	£25

## Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	12.00%	10%
Tenancy set up From	£252.00	£210
Legionella risk assessment	£144.00	£120
Tenancy renewal	£108.00	£90
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£138.00	£115
2 bed*	£156.00	£130
3 bed*	£180.00	£150
4 bed*	£210.00	£175
5 bed*	£240.00	£200
Additional fee, in addition to the above, if fully furnished	£60.00	£50
Additional requested property visits (per visit)	£60.00	£50
Annual statement of income and expenditure for HMRC purposes (per tax year)	£36.00	£30
Non-UK residents accounting to HMRC (per tax year)	£36.00	£30
<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	£30.00	£25
Drawing up of documentation if not included in Service level	£30.00	£25
Attendance at court	£60.00	£50
Early termination of management service with a sitting tenant	£600.00	£500
Administration fee for withdrawing from an offer of a tenancy	£300.00	£250
Provision of duplicate documents or statements	£30.00	£25
Cutting of keys (per key) From	£30.00	£25
Service of statutory notices to recover possession (per notice)	£60.00	£50

## Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	9.60%	8%
Tenancy set up		£210
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£138.00	£115
2 bed*	£156.00	£130
3 bed*	£180.00	£150
4 bed*	£210.00	£175
5 bed*	£240.00	£200
Additional fee, in addition to the above, if fully furnished	£60.00	£50
Additional requested property visits (per visit)	£60.00	£50
Annual statement of income and expenditure for HMRC purposes (per tax year)	£36.00	£30
Non-UK residents accounting to HMRC (per tax year)	£36.00	£30
<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	£30.00	£25
Drawing up of documentation if not included in Service level	£30.00	£25
Attendance at court	£60.00	£50
Early termination of management service with a sitting tenant	£600.00	£500
Administration fee for withdrawing from an offer of a tenancy	£300.00	£250
Provision of duplicate documents or statements	£30.00	£25
Cutting of keys (per key) From	£30.00	£25
Service of statutory notices to recover possession (per notice)	£60.00	£50

## Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	120.00%	100%
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
<b>Hourly rate for work not included in your service level (non-exhaustive list below):</b>		