

Premium Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	16%	19.20%
Tenancy set up	£400	£480.00
Gas safety check	£60	£72.00
Energy Performance certification	£60	£72.00
Electrical Installation Condition Report and Portable Appliance Test	£150	£180.00
Legionella risk assessment	£60	£72.00
Professional photography, from	£60	£72.00
Inventory preparation (unfurnished accommodation), *add {50}% if fully furnished):		
Additional requested property visits (per visit)	£50	£60.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£15	£18.00
Non-UK residents accounting to HMRC (per tax year)	£40	£48.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£15	£18.00
Drawing up of documentation if not included in Service level	£15	£18.00
Attendance at court	£50	£60.00
Early termination of management service with a sitting tenant	£400	£480.00
Administration fee for withdrawing from an offer of a tenancy	£300	£360.00
Provision of duplicate documents or statements	£10	£12.00
Sale of the property to a sitting tenant or third party introduced by ourselves	£1000	£1,200.00
Cutting of keys (per key)	£10	£12.00

Essential Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	12%	14.40%
Tenancy set up	£400	£480.00
Credit references (per applicant and per guarantor)	£50	£60.00
Gas safety check	£60	£72.00
Energy Performance certification	£60	£72.00
Electrical Installation Condition Report and Portable Appliance Test	£150	£180.00
Legionella risk assessment	£60	£72.00
Tenancy renewal	£100	£120.00
Professional photography, from	£60	£72.00
Inventory preparation (unfurnished accommodation), *add {50}% if fully furnished):		
Additional requested property visits (per visit)	£50	£60.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£15	£18.00
Non-UK residents accounting to HMRC (per tax year)	£40	£48.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£15	£18.00
Drawing up of documentation if not included in Service level	£15	£18.00
Attendance at court	£50	£60.00
Early termination of management service with a sitting tenant	£400	£480.00
Administration fee for withdrawing from an offer of a tenancy	£300	£360.00
Provision of duplicate documents or statements	£10	£12.00
Sale of the property to a sitting tenant or third party introduced by ourselves	£1000	£1,200.00
Cutting of keys (per key)	£10	£12.00
Service of statutory notices to recover possession (per notice)	£25	£30.00

Basic Managed Service

Description	Excluding VAT	Including VAT
Tenancy set up	80%	
Credit references (per applicant and per guarantor)	£50	£60.00
Deposit registration (per Security Deposit)	£25	£30.00
Gas safety check	£60	£72.00
Energy Performance certification	£60	£72.00
Electrical Installation Condition Report and Portable Appliance Test	£150	£180.00
Legionella risk assessment	£60	£72.00
Tenancy renewal	£100	£120.00
Rent review	£50	£60.00
Tenancy check in	£100	£120.00
Tenancy check out	£100	£120.00
Professional photography, from	£60	£72.00
Inventory preparation (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed*	£60	£72.00
2 bed*	£75	£90.00
3 bed*	£85	£102.00
4 bed*	£100	£120.00
5 bed*	£115	£138.00
Additional requested property visits (per visit)	£50	£60.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£15	£18.00
Non-UK residents accounting to HMRC (per tax year)	£40	£48.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£15	£18.00
Drawing up of documentation if not included in Service level	£15	£18.00
Attendance at court	£50	£60.00
Early termination of management service with a sitting tenant	£400	£480.00
Administration fee for withdrawing from an offer of a tenancy	£300	£360.00
Provision of duplicate documents or statements	£10	£12.00
Sale of the property to a sitting tenant or third party introduced by ourselves	£1000	£1,200.00
Cutting of keys (per key)	£10	£12.00
Service of statutory notices to recover possession (per notice)	£25	£30.00