

## Premium Service

Description	Excluding VAT	Including VAT
Monthly service commission %	15%	18.00%
Gas safety check	£65	£78.00
Energy Performance certification	£65	£78.00
Electrical Installation Condition Report and Portable Appliance Test From	£90	£108.00
Legionella risk assessment	£65	£78.00
Tenancy check in From	£200	£240.00
Tenancy check out From	£200	£240.00
"Featured property" advertising	£0	£0.00
Floor plan	£0	£0.00
Video tour	£150	£180.00
Professional photography, from	£0	£0.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£0	£0.00
2 bed*	£0	£0.00
3 bed*	£0	£0.00
4 bed*	£0	£0.00
5 bed*	£0	£0.00
Additional requested property visits (per visit)	£50	£60.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£0	£0.00
Non-UK residents accounting to HMRC (per tax year)	£0	£0.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£150	£180.00
Drawing up of documentation if not included in Service level	£150	£180.00
Attendance at court	£150	£180.00
Early termination of management service with a sitting tenant	8%	9.60%
Administration fee for withdrawing from an offer of a tenancy	£500	£600.00
Provision of duplicate documents or statements	£0	£0.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	1.5%	1.80%
Cutting of keys (per key) From	£0	£0.00
Service of statutory notices to recover possession (per notice)	£0	£0.00

## Essential Service

Description	Excluding VAT	Including VAT
Monthly service commission %	10%	12.00%
Tenancy set up From	£0	£0.00
Credit references (per applicant and per guarantor)	£0	£0.00
Deposit registration (per Security Deposit)	£0	£0.00
Gas safety check	£65	£78.00
Energy Performance certification	£65	£78.00
Electrical Installation Condition Report and Portable Appliance Test From	£90	£108.00
Legionella risk assessment	£65	£78.00
Tenancy renewal	£0	£0.00
Rent review	£0	£0.00
Tenancy check in From	£200	£240.00
Tenancy check out From	£200	£240.00
"Featured property" advertising	£0	£0.00
Floor plan	£0	£0.00
Video tour	£0	£0.00
Professional photography, from	£0	£0.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£0	£0.00
2 bed*	£0	£0.00
3 bed*	£0	£0.00
4 bed*	£0	£0.00
5 bed*	£0	£0.00
Additional requested property visits (per visit)	£50	£60.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£0	£0.00
Non-UK residents accounting to HMRC (per tax year)	£150	£180.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£150	£180.00
Drawing up of documentation if not included in Service level	£150	£180.00
Attendance at court	£150	£180.00
Early termination of management service with a sitting tenant	8%	9.60%
Administration fee for withdrawing from an offer of a tenancy	£500	£600.00
Provision of duplicate documents or statements	£10	£12.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	1.5%	1.80%
Cutting of keys (per key) From	£0	£0.00
Service of statutory notices to recover possession (per notice)	£0	£0.00

## Basic Service

Description	Excluding VAT	Including VAT
Monthly service commission %	8%	9.60%
Tenancy set up From		£0
Credit references (per applicant and per guarantor)	£0	£0.00
Deposit registration (per Security Deposit)	£100	£120.00
Gas safety check	£65	£78.00
Energy Performance certification	£65	£78.00
Electrical Installation Condition Report and Portable Appliance Test From	£90	£108.00
Legionella risk assessment	£65	£78.00
Tenancy renewal	4%	4.80%
Rent review	£0	£0.00
Tenancy check in From	£200	£240.00
Tenancy check out From	£200	£240.00
"Featured property" advertising	£0	£0.00
Floor plan	£0	£0.00
Video tour	£150	£180.00
Professional photography, from	£0	£0.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£0	£0.00
2 bed*	£0	£0.00
3 bed*	£0	£0.00
4 bed*	£0	£0.00
5 bed*	£0	£0.00
Additional requested property visits (per visit)	£50	£60.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£10	£12.00
Non-UK residents accounting to HMRC (per tax year)	£150	£180.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£250	£300.00
Drawing up of documentation if not included in Service level	£150	£180.00
Attendance at court	£150	£180.00
Early termination of management service with a sitting tenant	8%	9.60%
Administration fee for withdrawing from an offer of a tenancy	£500	£600.00
Provision of duplicate documents or statements	£10	£12.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	1.5%	1.80%
Cutting of keys (per key) From	£25	£30.00
Service of statutory notices to recover possession (per notice)	£100	£120.00