

Premium Service

Description	Excluding VAT	Including VAT
Monthly service commission %	11.5%	13.80%
Tenancy set up From	£250	£300.00
Deposit registration (per Security Deposit)	£42.50	£51.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Annual statement of income and expenditure for HMRC purposes (per tax year)	£150	£180.00
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	£300	£360.00
Early termination of management service with a sitting tenant	£150	£180.00
Administration fee for withdrawing from an offer of a tenancy	£300	£360.00
Provision of duplicate documents or statements	£100	£120.00

Essential Service

Description	Excluding VAT	Including VAT
Monthly service commission %	10%	12.00%
Tenancy set up From	£250	£300.00
Deposit registration (per Security Deposit)	£42.50	£51.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Annual statement of income and expenditure for HMRC purposes (per tax year)	£150	£180.00
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	£300	£360.00
Early termination of management service with a sitting tenant	£150	£180.00
Administration fee for withdrawing from an offer of a tenancy	£300	£360.00
Provision of duplicate documents or statements	£150	£180.00

Basic Service

Description	Excluding VAT	Including VAT
Monthly service commission %	8.5%	10.20%
Tenancy set up		£300
Deposit registration (per Security Deposit)	£42.50	£51.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Annual statement of income and expenditure for HMRC purposes (per tax year)	£150	£180.00
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	£300	£360.00
Early termination of management service with a sitting tenant	£150	£180.00
Administration fee for withdrawing from an offer of a tenancy	£300	£360.00
Provision of duplicate documents or statements	£150	£180.00