

Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	15.00%	12.5%
Tenancy set up From	£478.80	£399
Gas safety check	£81.60	£68
Energy Performance certification	£120	£100
Legionella risk assessment	£45.00	£37.5
Tenancy renewal	£120.00	£100
Rent review	£180.00	£150
Professional photography, from	£144.00	£120
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£120.00	£100
2 bed*	£144.00	£120
3 bed*	£168.00	£140
4 bed*	£192.00	£160
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)	£60.00	£50
Non-UK residents accounting to HMRC (per tax year)	£60.00	£50
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£60.00	£50
Drawing up of documentation if not included in Service level	£60.00	£50
Attendance at court	£360.00	£300
Early termination of management service with a sitting tenant	£720.00	£600
Administration fee for withdrawing from an offer of a tenancy	£180.00	£150
Provision of duplicate documents or statements	£2.40	£2
Cutting of keys (per key) From	£24.00	£20
Service of statutory notices to recover possession (per notice)	150.00	150.00

Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	8.40%	7%
Tenancy set up	£478.80	£399
Deposit registration (per Security Deposit)	£90.00	£75
Gas safety check	£81.60	£68
Energy Performance certification	£120	£100
Legionella risk assessment	£45.00	£37.50
Tenancy renewal	£120.00	£100
Rent review	£180.00	£150
Tenancy check in From	£120.00	£100
Tenancy check out From	£120.00	£100
Professional photography, from	£144.00	£120
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£120.00	£100
2 bed*	£144.00	£120
3 bed*	£168.00	£140
4 bed*	£192.00	£160
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)	£60.00	£50
Non-UK residents accounting to HMRC (per tax year)	£60.00	£50
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£60.00	£50
Drawing up of documentation if not included in Service level	£60.00	£50
Attendance at court	£360.00	£300
Early termination of management service with a sitting tenant	£720.00	£600
Administration fee for withdrawing from an offer of a tenancy	£180.00	£150
Provision of duplicate documents or statements	£2.40	£2
Cutting of keys (per key) From	£24.00	£20
Service of statutory notices to recover possession (per notice)	£180.00	£150

Tenant Find Service

Description	Including VAT	Excluding VAT
Monthly service commission %	6.00%	5%
Tenancy set up	£478.80 inc VAT	
Deposit registration (per Security Deposit)	£90.00	£75
Gas safety check	£81.60	£68
Energy Performance certification	£120	£100
Legionella risk assessment	£45.00	£37.50
Tenancy renewal	£120.00	£100
Rent review	£180.00	£150
Tenancy check in From	£120.00	£100
Tenancy check out From	£120.00	£100
Professional photography, from	£144.00	£120
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£120.00	£100
2 bed*	£144.00	£120
3 bed*	£168.00	£140
4 bed*	£192.00	£160
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)	£60.00	£50
Non-UK residents accounting to HMRC (per tax year)	£60.00	£50
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£60.00	£50
Drawing up of documentation if not included in Service level	£60.00	£50
Attendance at court	£360.00	£300
Early termination of management service with a sitting tenant	£720.00	£600
Administration fee for withdrawing from an offer of a tenancy	£180.00	£150
Provision of duplicate documents or statements	£2.40	£2
Cutting of keys (per key) From	£24.00	£20
Service of statutory notices to recover possession (per notice)	£180.00	£150