



Premium Service

Description	Excluding VAT	Including VAT
Monthly service commission %	16%	19.20%
Tenancy set up From	£400	£480.00
Credit references (per applicant and per guarantor)	£40	£48.00
Deposit registration (per Security Deposit)	£50	£60.00
Gas safety check	£75	£90.00
Energy Performance certification	£75	£90.00
Electrical Installation Condition Report and Portable Appliance Test From	£175	£210.00
Legionella risk assessment	£70	£84.00
Tenancy renewal	£75	£90.00
Rent review	£45	£54.00
Tenancy check out From	£95	£114.00
"Featured property" advertising	£50	£60.00
Floor plan	£50	£60.00
Video tour	£75	£90.00
Professional photography, from	£75	£90.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£75	£90.00
2 bed*	£85	£102.00
3 bed*	£95	£114.00
4 bed*	£105	£126.00
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)	£50	£60.00
Non-UK residents accounting to HMRC (per tax year)	£50	£60.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£50	£60.00
Drawing up of documentation if not included in Service level	£50	£60.00
Attendance at court	£150	£180.00
Early termination of management service with a sitting tenant	£450	£540.00
Administration fee for withdrawing from an offer of a tenancy	£250	£300.00
Provision of duplicate documents or statements	£15	£18.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	15%	18.00%
Cutting of keys (per key) From	£15	£18.00
Service of statutory notices to recover possession (per notice)	£95	£114.00

Essential Service

Description	Excluding VAT	Including VAT
Monthly service commission %	12.5%	15.00%
Tenancy set up From	£300	£360.00
Credit references (per applicant and per guarantor)	£40	£48.00
Deposit registration (per Security Deposit)	£50	£60.00
Gas safety check	£75	£90.00
Energy Performance certification	£75	£90.00
Electrical Installation Condition Report and Portable Appliance Test From	£175	£210.00
Legionella risk assessment	£70	£84.00
Tenancy renewal	£75	£90.00
Rent review	£45	£54.00
Tenancy check out From	£95	£114.00
"Featured property" advertising	£50	£60.00
Floor plan	£50	£60.00
Video tour	£75	£90.00
Professional photography, from	£75	£90.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£75	£90.00
2 bed*	£85	£102.00
3 bed*	£95	£114.00
4 bed*	£105	£126.00
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)	£50	£60.00
Non-UK residents accounting to HMRC (per tax year)	£50	£60.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£50	£60.00
Drawing up of documentation if not included in Service level	£50	£60.00
Attendance at court	£150	£180.00
Early termination of management service with a sitting tenant	£450	£540.00
Administration fee for withdrawing from an offer of a tenancy	£250	£300.00
Provision of duplicate documents or statements	£15	£18.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	15%	18.00%
Cutting of keys (per key) From	£15	£18.00
Service of statutory notices to recover possession (per notice)	£95	£114.00



Basic Service

Description	Excluding VAT	Including VAT
Tenancy set up	One Months Rent (Min £450 + vat)	
Credit references (per applicant and per guarantor)	£40	£48.00
Gas safety check	£75	£90.00
Energy Performance certification	£75	£90.00
Electrical Installation Condition Report and Portable Appliance Test From	£175	£210.00
Legionella risk assessment	£70	£84.00
Tenancy renewal	£75	£90.00
Rent review	£45	£54.00
Tenancy check out From	£95	£114.00
"Featured property" advertising	£50	£60.00
Floor plan	£50	£60.00
Video tour	£75	£90.00
Professional photography, from	£75	£90.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£75	£90.00
2 bed*	£85	£102.00
3 bed*	£95	£114.00
4 bed*	£105	£126.00
5 bed*	£115	£138.00
Additional requested property visits (per visit)	£50	£60.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Administration fee for withdrawing from an offer of a tenancy	£250	£300.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	15%	18.00%
Cutting of keys (per key) From	£15	£18.00
Service of statutory notices to recover possession (per notice)	£95	£114.00