

Premium Service

Description	Excluding VAT	Including VAT
Monthly service commission %	10%	12.00%
Tenancy set up From	£225.00	£270.00
Energy Performance certification	£65.00	£78.00
Legionella risk assessment	£50.00	£60.00
Tenancy renewal	£60.00	£72.00
Rent review	£15.00	£18.00
"Featured property" advertising	£75.00	£90.00
Floor plan	£50.00	£60.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£95.00	£114.00
2 bed*	£95.00	£114.00
3 bed*	£95.00	£114.00
4 bed*	£105.00	£126.00
5 bed*	£115.00	£138.00
Additional requested property visits (per visit)	£50.00	£60.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£72.00
Non-UK residents accounting to HMRC (per tax year)	£95.00	£114.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£100.00	£120.00
Drawing up of documentation if not included in Service level	£30.00	£36.00
Attendance at court	£120.00	£144.00
Early termination of management service with a sitting tenant	£225.00	£270.00
Administration fee for withdrawing from an offer of a tenancy	£225.00	£270.00
Provision of duplicate documents or statements	£5.00	£6.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	10%	12.00%
Cutting of keys (per key) From	£15.00	£18.00



Essential Service

Description	Excluding VAT	Including VAT
Monthly service commission %	7.5%	9.00%
Tenancy set up From	£275.00	£330.00
Deposit registration (per Security Deposit)	£50.00	£60.00
Energy Performance certification	£65.00	£78.00
Legionella risk assessment	£50.00	£60.00
Tenancy renewal	£60.00	£72.00
Rent review	£15.00	£18.00
Tenancy check out From	£75.00	£90.00
"Featured property" advertising	£75.00	£90.00
Floor plan	£50.00	£60.00
Professional photography, from	£99.00	£118.80
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£95.00	£114.00
2 bed*	£95.00	£114.00
3 bed*	£95.00	£114.00
4 bed*	£105.00	£126.00
5 bed*	£115.00	£138.00
Additional requested property visits (per visit)	£50.00	£60.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£50.00	£60.00
Non-UK residents accounting to HMRC (per tax year)	£95.00	£114.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£100.00	£120.00
Drawing up of documentation if not included in Service level	£30.00	£36.00
Attendance at court	£120.00	£144.00
Early termination of management service with a sitting tenant	£225.00	£270.00
Administration fee for withdrawing from an offer of a tenancy	£225.00	£270.00
Provision of duplicate documents or statements	£5.00	£6.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	10%	12.00%
Cutting of keys (per key) From	£15.00	£18.00
Service of statutory notices to recover possession (per notice)	£50.00	£60.00



Basic Service

Description	Excluding VAT	Including VAT
Tenancy set up From		£395.00
Deposit registration (per Security Deposit)	£50.00	£60.00
Energy Performance certification	£65.00	£78.00
Legionella risk assessment	£50.00	£60.00
Tenancy renewal	£60.00	£72.00
Tenancy check out From	£95.00	£114.00
"Featured property" advertising	£75.00	£90.00
Floor plan	£50.00	£60.00
Professional photography, from	£99.00	£118.80
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£95.00	£114.00
2 bed*	£95.00	£114.00
3 bed*	£95.00	£114.00
4 bed*	£105.00	£126.00
5 bed*	£115.00	£138.00
Additional requested property visits (per visit)	£30.00	£36.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Drawing up of documentation if not included in Service level	£30.00	£36.00
Attendance at court	£120.00	£144.00
Administration fee for withdrawing from an offer of a tenancy	£225.00	£270.00
Provision of duplicate documents or statements	£5.00	£6.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	10%	12.00%
Cutting of keys (per key) From	£15.00	£18.00
Service of statutory notices to recover possession (per notice)	£50.00	£60.00