



Premium Service

Description	Excluding VAT	Including VAT
Monthly service commission %	15%	18.00%
Tenancy set up From	£350	£420.00
Deposit registration (per Security Deposit)	£50	£60.00
Gas safety check	£66	£79.20
Energy Performance certification	£70	£84.00
Electrical Installation Condition Report and Portable Appliance Test From	£150	£180.00
Tenancy renewal	£50	£60.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Additional requested property visits (per visit)	£50	£60.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£25	£30.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£100	£120.00
Attendance at court	£150	£180.00
Early termination of management service with a sitting tenant	£500	£600.00
Administration fee for withdrawing from an offer of a tenancy	£200	£240.00
Provision of duplicate documents or statements	£25	£30.00
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	£45	£54.00



Essential Service

Description	Excluding VAT	Including VAT
Monthly service commission %	12%	14.40%
Tenancy set up From	£500	£600.00
Deposit registration (per Security Deposit)	£50	£60.00
Gas safety check	£66	£79.20
Energy Performance certification	£70	£84.00
Electrical Installation Condition Report and Portable Appliance Test From	£150	£180.00
Tenancy renewal	£45	£54.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£100	£120.00
Attendance at court	£150	£180.00
Early termination of management service with a sitting tenant	£500	£600.00
Administration fee for withdrawing from an offer of a tenancy	£200	£240.00
Provision of duplicate documents or statements	£25	£30.00
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	£45	£54.00

