

## Premium Service

Description	Excluding VAT	Including VAT
Monthly service commission %	17%	20.40%
Tenancy set up From	£300	£360.00
Credit references (per applicant and per guarantor)	£25	£30.00
Deposit registration (per Security Deposit)	£50	£60.00
Gas safety check	£60	£72.00
Energy Performance certification	£75	£90.00
Electrical Installation Condition Report and Portable Appliance Test From	£112.50	£135.00
Legionella risk assessment	£75	£90.00
Tenancy renewal	£80	£96.00
Rent review	£0	£0.00
Tenancy check in From	£0	£0.00
Tenancy check out From	£0	£0.00
"Featured property" advertising	£0	£0.00
Floor plan	£60	£72.00
Video tour	£0	£0.00
Professional photography, from	£150	£180.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£75	£90.00
2 bed*	£75	£90.00
3 bed*	£75	£90.00
4 bed*	£75	£90.00
5 bed*	£75	£90.00
Additional requested property visits (per visit)	£35	£42.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£75	£90.00
Non-UK residents accounting to HMRC (per tax year)	£75	£90.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£300	£360.00
Drawing up of documentation if not included in Service level	£100	£120.00
Attendance at court	£500	£600.00
Early termination of management service with a sitting tenant	£550	£660.00
Administration fee for withdrawing from an offer of a tenancy	£300	£360.00
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	15%	18.00%
Cutting of keys (per key) From	£25	£30.00
Service of statutory notices to recover possession (per notice)	£50	£60.00

## 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)	£25	£30.00
Deposit registration (per Security Deposit)	£50	£60.00
Gas safety check	£60	£72.00
Energy Performance certification	£75	£90.00
Electrical Installation Condition Report and Portable Appliance Test From	£112.50	£135.00
Legionella risk assessment	£75	£90.00
Tenancy renewal	£80	£96.00
Rent review	£0	£0.00
Tenancy check in From	£0	£0.00
Tenancy check out From	£0	£0.00
"Featured property" advertising	£0	£0.00
Floor plan	£60	£72.00
Video tour	£0	£0.00
Professional photography, from	£150	£180.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£75	£90.00
2 bed*	£75	£90.00
3 bed*	£75	£90.00
4 bed*	£75	£90.00
5 bed*	£75	£90.00
Additional requested property visits (per visit)	£35	£42.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£75	£90.00
Non-UK residents accounting to HMRC (per tax year)	£75	£90.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£300	£360.00
Drawing up of documentation if not included in Service level	£100	£120.00
Attendance at court	£500	£600.00
Early termination of management service with a sitting tenant	£550	£660.00
Administration fee for withdrawing from an offer of a tenancy	£300	£360.00
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	15%	18.00%
Cutting of keys (per key) From	£25	£30.00
Service of statutory notices to recover possession (per notice)	£50	£60.00

## Basic Service

Description	Excluding VAT	Including VAT
Monthly service commission %	8%	9.60%
Tenancy set up From		£360
Credit references (per applicant and per guarantor)	£25	£30.00
Deposit registration (per Security Deposit)	£50	£60.00
Gas safety check	£60	£72.00
Energy Performance certification	£75	£90.00
Electrical Installation Condition Report and Portable Appliance Test From	£112.50	£135.00
Legionella risk assessment	£75	£90.00
Tenancy renewal	£80	£96.00
Rent review	£0	£0.00
Tenancy check in From	£0	£0.00
Tenancy check out From	£0	£0.00
"Featured property" advertising	£0	£0.00
Floor plan	£60	£72.00
Video tour	£0	£0.00
Professional photography, from	£150	£180.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£75	£90.00
2 bed*	£75	£90.00
3 bed*	£75	£90.00
4 bed*	£75	£90.00
5 bed*	£75	£90.00
Additional requested property visits (per visit)	£35	£42.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£75	£90.00
Non-UK residents accounting to HMRC (per tax year)	£75	£90.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£300	£360.00
Drawing up of documentation if not included in Service level	£100	£120.00
Attendance at court	£500	£600.00
Early termination of management service with a sitting tenant	£550	£660.00
Administration fee for withdrawing from an offer of a tenancy	£300	£360.00
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	15%	18.00%
Cutting of keys (per key) From	£25	£30.00
Service of statutory notices to recover possession (per notice)	£50	£60.00