

Essential Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	10%	12.00%
Tenancy set up From	£350	£420.00
Deposit registration (per Security Deposit)	£50	£60.00
Gas safety check	£55	£66.00
Energy Performance certification	£50	£60.00
Electrical Installation Condition Report and Portable Appliance Test From	£120	£144.00
Legionella risk assessment	£75	£90.00
Tenancy renewal	£50	£60.00
Tenancy check out From	£65	£78.00
Floor plan	£50	£60.00
Move-In & Check-Out Inventory preparation (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*	£100	£120.00
Additional requested property visits (per visit)	£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	£40	£48.00
Drawing up of documentation if not included in Service level	£25	£30.00
Attendance at court	£40	£48.00
Early termination of management service with a sitting tenant	£250	£300.00
Administration fee for withdrawing from an offer of a tenancy	£75	£90.00
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	0.5%	0.60%
Cutting of keys (per key) From	£4	£4.80

Basic Service

Description	Excluding VAT	Including VAT
Tenancy set up From		£500.00
Deposit registration (per Security Deposit)	£50	£60.00
Gas safety check	£55	£66.00
Energy Performance certification	£60	£72.00
Electrical Installation Condition Report and Portable Appliance Test From	£120	£144.00
Legionella risk assessment	£75	£90.00
Tenancy renewal	£50	£60.00
Floor plan	£50	£60.00
Move-In & Check-Out Inventory preparation (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*	£100	£120.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£40	£48.00
Drawing up of documentation if not included in Service level	£25	£30.00
Attendance at court	£40	£48.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	0.5%	0.60%
Cutting of keys (per key) From	£4	£4.80