

## Premium Managed Service

| Description  | Excluding VAT | Including VAT |
|--|---------------|---------------|
| Monthly service commission %   | 14%           | 16.80%        |
| Tenancy set up From  | £335          | £402.00       |
| Tenancy renewal  | £100          | £120.00       |
| Move-In & Check-Out Inventory preparation (unfurnished accommodation), *add {50}% if fully furnished):                                   |               |               |
| Additional requested property visits (per visit)   | £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        |
| Early termination of management service with a sitting tenant  | £335          | £402.00       |
| Administration fee for withdrawing from an offer of a tenancy  | £335          | £402.00       |
| Provision of duplicate documents or statements   | £50           | £60.00        |
| Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors | 10%           | 12.00%        |
| Service of statutory notices to recover possession (per notice)  | £50           | £60.00        |

## Essential Managed Service

| Description  | Excluding VAT | Including VAT |
|--|---------------|---------------|
| Monthly service commission %   | 12%           | 14.40%        |
| Tenancy set up From  | £335          | £402.00       |
| Tenancy renewal  | £100          | £120.00       |
| Move-In & Check-Out Inventory preparation (unfurnished accommodation), *add {50}% if fully furnished):                                   |               |               |
| Additional requested property visits (per visit)   | £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        |
| Early termination of management service with a sitting tenant  | £335          | £402.00       |
| Administration fee for withdrawing from an offer of a tenancy  | £335          | £402.00       |
| Provision of duplicate documents or statements   | £50           | £60.00        |
| 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   | £50           | £60.00        |
| Service of statutory notices to recover possession (per notice)  | £50           | £60.00        |

## Basic Service

| Description  | Excluding VAT | Including VAT |
|--|---------------|---------------|
| Monthly service commission %   | 6.25%         | 7.50%         |
| Deposit registration (per Security Deposit)  | £50           | £60.00        |
| Tenancy renewal  | £100          | £120.00       |
| Tenancy check in From  | £50           | £60.00        |
| Move-In & Check-Out Inventory preparation (unfurnished accommodation), *add {50}% if fully furnished):                                   |               |               |
| Additional requested property visits (per visit)   | £100          | £120.00       |
| Annual statement of income and expenditure for HMRC purposes (per tax year)  | £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   | £100          | £120.00       |
| Drawing up of documentation if not included in Service level   | £100          | £120.00       |
| Attendance at court  | £100          | £120.00       |
| Early termination of management service with a sitting tenant  | £335          | £402.00       |
| Administration fee for withdrawing from an offer of a tenancy  | £335          | £402.00       |
| Provision of duplicate documents or statements   | £100          | £120.00       |
| Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors | 10%           | 12.00%        |
| Service of statutory notices to recover possession (per notice)  | £100          | £120.00       |