

Premium Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	12.5	12.5
Tenancy set up From	250	250
Credit references (per applicant and per guarantor)	50	50
Gas safety check	120	120
Energy Performance certification	100	100
Tenancy renewal	100	100
Tenancy check in From	80	80
Tenancy check out From	70	70
Floor plan	30	30
Professional photography, from	100	100
Move-In & Check-Out Inventory preparation (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	80	80
2 bed*	85	85
3 bed*	95	95
4 bed*	115	115
5 bed*	130	130
Additional requested property visits (per visit)	50	50
Annual statement of income and expenditure for HMRC purposes (per tax year)	30	30
Non-UK residents accounting to HMRC (per tax year)	300	300
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	50	50
Drawing up of documentation if not included in Service level	100	100
Attendance at court	250	250
Early termination of management service with a sitting tenant	1000	1000
Administration fee for withdrawing from an offer of a tenancy	100	100
Cutting of keys (per key) From	10	10
Service of statutory notices to recover possession (per notice)	50	50

Essential Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	10	10
Tenancy set up From	250	250
Credit references (per applicant and per guarantor)	50	50
Gas safety check	120	120
Energy Performance certification	100	100
Tenancy renewal	100	100
Tenancy check in From	85	85
Tenancy check out From	70	70
Floor plan	30	30
Professional photography, from	100	100
Move-In & Check-Out Inventory preparation (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	80	80
2 bed*	85	85
3 bed*	95	95
4 bed*	115	115
5 bed*	130	130
Additional requested property visits (per visit)	50	50
Annual statement of income and expenditure for HMRC purposes (per tax year)	30	30
Non-UK residents accounting to HMRC (per tax year)	300	300
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	50	50
Drawing up of documentation if not included in Service level	100	100
Attendance at court	250	250
Early termination of management service with a sitting tenant	1000	1000
Administration fee for withdrawing from an offer of a tenancy	100	100
Cutting of keys (per key) From	10	10
Service of statutory notices to recover possession (per notice)	50	50

Basic Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	£800	£960.00
Credit references (per applicant and per guarantor)	50	50
Gas safety check	120	120
Energy Performance certification	100	100
Tenancy renewal	100	100
Tenancy check in From	80	80
Tenancy check out From	70	70
Floor plan	30	30
Professional photography, from	100	100
Move-In & Check-Out Inventory preparation (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	80	80
2 bed*	85	85
3 bed*	95	95
4 bed*	115	115
5 bed*	130	130
Additional requested property visits (per visit)	50	50
Annual statement of income and expenditure for HMRC purposes (per tax year)	30	30
Non-UK residents accounting to HMRC (per tax year)	300	300
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	50	50
Drawing up of documentation if not included in Service level	100	100
Attendance at court	250	250
Early termination of management service with a sitting tenant	1000	1000
Administration fee for withdrawing from an offer of a tenancy	100	100
Cutting of keys (per key) From	10	10
Service of statutory notices to recover possession (per notice)	50	50