

Premium Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	13.5%	16.20%
Tenancy set up From	£150	£180.00
Credit references (per applicant and per guarantor)	£50	£60.00
Gas safety check	£50	£60.00
Energy Performance certification	£62.50	£75.00
Electrical Installation Condition Report and Portable Appliance Test From	£166.67	£200.00
Legionella risk assessment	£66.67	£80.00
Tenancy renewal	£75	£90.00
Rent review	£50	£60.00
Tenancy check out From	£30	£36.00
"Featured property" advertising	£50	£60.00
Floor plan	£50	£60.00
Video tour	£50	£60.00
Move-In & Check-Out Inventory preparation (unfurnished accommodation), *add {50}% if fully furnished):		
4 bed*	£62.50	£75.00
Additional requested property visits (per visit)	£25	£30.00
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):		
Drawing up of documentation if not included in Service level	£50	£60.00
Attendance at court	£50	£60.00
Early termination of management service with a sitting tenant	£350	£420.00
Administration fee for withdrawing from an offer of a tenancy	£150	£180.00
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	£5	£6.00

Essential Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	11%	13.20%
Tenancy set up From	£150	£180.00
Credit references (per applicant and per guarantor)	£50	£60.00
Gas safety check	£50	£60.00
Energy Performance certification	£62.50	£75.00
Electrical Installation Condition Report and Portable Appliance Test From	£166.67	£200.00
Legionella risk assessment	£66.67	£80.00
Tenancy renewal	£75	£90.00
Rent review	£50	£60.00
Tenancy check out From	£30	£36.00
"Featured property" advertising	£50	£60.00
Floor plan	£50	£60.00
Video tour	£50	£60.00
Move-In & Check-Out Inventory preparation (unfurnished accommodation), *add {50}% if fully furnished):		
4 bed*	£62.50	£75.00
Additional requested property visits (per visit)	£25	£30.00
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):		
Drawing up of documentation if not included in Service level	£50	£60.00
Attendance at court	£50	£60.00
Early termination of management service with a sitting tenant	£350	£420.00
Administration fee for withdrawing from an offer of a tenancy	£150	£180.00
Provision of duplicate documents or statements	£25	£30.00
Cutting of keys (per key) From	£5	£6.00

Basic Service

Description	Excluding VAT	Including VAT
Monthly service commission %	6%	7.20%
Tenancy set up From		£350
Credit references (per applicant and per guarantor)	£50	£60.00
Deposit registration (per Security Deposit)	£25	£30.00
Gas safety check	£50	£60.00
Energy Performance certification	£62.50	£75.00
Electrical Installation Condition Report and Portable Appliance Test From	£166.67	£200.00
Legionella risk assessment	£66.67	£80.00
Tenancy renewal	£75	£90.00
Rent review	£50	£60.00
Tenancy check out From	£50	£60.00
Floor plan	£50	£60.00
Video tour	£50	£60.00
Move-In & Check-Out Inventory preparation (unfurnished accommodation), *add {50}% if fully furnished):		
4 bed*	£66.67	£80.00
Additional requested property visits (per visit)	£50	£60.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£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	£100	£120.00
Drawing up of documentation if not included in Service level	£100	£120.00
Attendance at court	£75	£90.00
Administration fee for withdrawing from an offer of a tenancy	£150	£180.00
Provision of duplicate documents or statements	£50	£60.00
Cutting of keys (per key) From	£5	£6.00
Service of statutory notices to recover possession (per notice)	£50	£60.00