

## Premium Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	15.60%	13%
Tenancy set up From	£360.00	£300
Deposit registration (per Security Deposit)	£24.00	£20
Gas safety check	£120.00	£100
Energy Performance certification	£96.00	£80
Electrical Installation Condition Report and Portable Appliance Test From	125	125
Legionella risk assessment	£150.00	£125
Tenancy renewal	£90.00	£75
Tenancy check in From	£90.00	£75
Tenancy check out From	£90.00	£75
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£90.00	£75
2 bed*	£114.00	£95
3 bed*	£138.00	£115
4 bed*	135	135
5 bed*	£186.00	£155
Additional requested property visits (per visit)	£42.00	£35
Annual statement of income and expenditure for HMRC purposes (per tax year)	£18.00	£15
Non-UK residents accounting to HMRC (per tax year)	£330.00	£275
<b>Hourly rate for work not included in your service level (non-exhaustive list below):</b>		
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£480.00	£400
Administration fee for withdrawing from an offer of a tenancy	£300.00	£250
Provision of duplicate documents or statements	£6.00	£5
Cutting of keys (per key) From	£12.00	£10
Service of statutory notices to recover possession (per notice)	£60.00	£50

## Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	13.20%	11%
Tenancy set up From	£360.00	£300
Deposit registration (per Security Deposit)	£24.00	£20
Gas safety check	£120.00	£100
Energy Performance certification	£96.00	£80
Legionella risk assessment	£150.00	£125
Tenancy renewal	£114.00	£95
Tenancy check in From	£90.00	£75
Tenancy check out From	£90.00	£75
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£90.00	£75
2 bed*	£114.00	£95
3 bed*	£138.00	£115
4 bed*	£162.00	£135
5 bed*	£186.00	£155
Additional requested property visits (per visit)	£42.00	£35
<b>Hourly rate for work not included in your service level (non-exhaustive list below):</b>		
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£480.00	£400
Administration fee for withdrawing from an offer of a tenancy	£300.00	£250
Provision of duplicate documents or statements	£6.00	£5
Cutting of keys (per key) From	£12.00	£10
Service of statutory notices to recover possession (per notice)	£60.00	£50

## Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	10.80%	9%
Tenancy set up	£360.00	£300
Deposit registration (per Security Deposit)	£24.00	£20
Gas safety check	£120.00	£100
Energy Performance certification	£96.00	£80
Tenancy renewal	£90.00	£75
Tenancy check in From	£90.00	£75
Tenancy check out From	£90.00	£75
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£90.00	£75
2 bed*	£114.00	£95
3 bed*	£138.00	£115
4 bed*	£162.00	£135
5 bed*	£186.00	£155
Additional requested property visits (per visit)	£42.00	£35
<b>Hourly rate for work not included in your service level (non-exhaustive list below):</b>		
Preparation of documents for dispute adjudication or court proceedings	£180.00	£150
Drawing up of documentation if not included in Service level	£18.00	£15
Attendance at court	£420.00	£350
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£480.00	£400
Administration fee for withdrawing from an offer of a tenancy	£300.00	£250
Provision of duplicate documents or statements	£18.00	£15
Cutting of keys (per key) From	£12.00	£10
Service of statutory notices to recover possession (per notice)	£90.00	£75

