

Premium Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	13%	15.60%
Tenancy set up	£375	£450.00
Credit references (per applicant and per guarantor)	£85	£102.00
Deposit registration (per Security Deposit)	£20	£24.00
Gas safety check	£55	£66.00
Energy Performance certification	£60	£72.00
Legionella risk assessment	£37	£44.40
Tenancy renewal	£75	£90.00
Tenancy check out	£50	£60.00
Inventory preparation (unfurnished accommodation), *add {50}% if fully furnished):		
Additional requested property visits (per visit)	£35	£42.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£20	£24.00
Non-UK residents accounting to HMRC (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	£35	£42.00
Drawing up of documentation if not included in Service level	£35	£42.00
Attendance at court	£60	£72.00
Early termination of management service with a sitting tenant	£395	£474.00
Administration fee for withdrawing from an offer of a tenancy	£150	£180.00
Provision of duplicate documents or statements	£5	£6.00
Sale of the property to a sitting tenant or third party introduced by ourselves	1%	1.20%

Essential Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	10%	12.00%
Tenancy set up	£375	£450.00
Credit references (per applicant and per guarantor)	£85	£102.00
Deposit registration (per Security Deposit)	£20	£24.00
Gas safety check	£55	£66.00
Energy Performance certification	£60	£72.00
Legionella risk assessment	£37	£44.40
Tenancy renewal	£75	£90.00
Tenancy check out	£50	£60.00
Inventory preparation (unfurnished accommodation), *add {50}% if fully furnished):		
Additional requested property visits (per visit)	£35	£42.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£20	£24.00
Non-UK residents accounting to HMRC (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	£35	£42.00
Drawing up of documentation if not included in Service level	£35	£42.00
Attendance at court	£60	£72.00
Early termination of management service with a sitting tenant	£395	£474.00
Administration fee for withdrawing from an offer of a tenancy	£150	£180.00
Provision of duplicate documents or statements	£5	£6.00
Sale of the property to a sitting tenant or third party introduced by ourselves	1%	1.20%
Service of statutory notices to recover possession (per notice)	£50	£60.00

Basic Service

Description	Excluding VAT	Including VAT
Tenancy set up	£395	
Credit references (per applicant and per guarantor)	£85	£102.00
Deposit registration (per Security Deposit)	£40	£48.00
Gas safety check	£55	£66.00
Energy Performance certification	£60	£72.00
Legionella risk assessment	£37	£44.40
Tenancy renewal	£75	£90.00
Tenancy check out	£100	£120.00
Inventory preparation (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed*	£85	£102.00
2 bed*	£95	£114.00
3 bed*	£105	£126.00
4 bed*	£115	£138.00
5 bed*	£125	£150.00
Additional requested property visits (per visit)	£75	£90.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£20	£24.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£35	£42.00
Drawing up of documentation if not included in Service level	£35	£42.00
Attendance at court	£60	£72.00
Administration fee for withdrawing from an offer of a tenancy	£150	£180.00
Provision of duplicate documents or statements	£5	£6.00
Sale of the property to a sitting tenant or third party introduced by ourselves	1%	1.20%
Service of statutory notices to recover possession (per notice)	100	100