

Premium Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	13.5%	16.20%
Tenancy set up From	£225	£270.00
Credit references (per applicant and per guarantor)	£25	£30.00
Deposit registration (per Security Deposit)	£50	£60.00
Gas safety check	£55	£66.00
Energy Performance certification	£67	£80.40
Electrical Installation Condition Report and Portable Appliance Test From	£125	£150.00
Legionella risk assessment	£15	£18.00
Tenancy renewal	£95	£114.00
Rent review	£0	£0.00
Tenancy check in From	£35	£42.00
Tenancy check out From	£35	£42.00
"Featured property" advertising	£0	£0.00
Floor plan	£65	£78.00
Video tour	£90	£108.00
Professional photography, from	£80	£96.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£100	£120.00
2 bed*	£115	£138.00
3 bed*	£130	£156.00
4 bed*	£150	£180.00
5 bed*	£175	£210.00
Additional requested property visits (per visit)	£60	£72.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£0	£0.00
Non-UK residents accounting to HMRC (per tax year)	£250	£300.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£30	£36.00
Drawing up of documentation if not included in Service level	£30	£36.00
Attendance at court	£60	£72.00
Early termination of management service with a sitting tenant	£700	£840.00
Administration fee for withdrawing from an offer of a tenancy	£150	£180.00
Provision of duplicate documents or statements	£0	£0.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	5%	6.00%
Cutting of keys (per key) From	£6	£7.20
Service of statutory notices to recover possession (per notice)	£60	£72.00

Essential Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	10%	12.00%
Tenancy set up From	£225	£270.00
Credit references (per applicant and per guarantor)	£25	£30.00
Deposit registration (per Security Deposit)	£50	£60.00
Gas safety check	£55	£66.00
Energy Performance certification	£67	£80.40
Electrical Installation Condition Report and Portable Appliance Test From	£125	£150.00
Legionella risk assessment	£15	£18.00
Tenancy renewal	£95	£114.00
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Provision of duplicate documents or statements	£0	£0.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	5%	6.00%
Cutting of keys (per key) From	£6	£7.20
Service of statutory notices to recover possession (per notice)	£60	£72.00

Basic Service

Description	Excluding VAT	Including VAT
Monthly service commission %	7%	8.40%
Tenancy set up From		£225
Credit references (per applicant and per guarantor)	£25	£30.00
Deposit registration (per Security Deposit)	£50	£60.00
Gas safety check	£55	£66.00
Energy Performance certification	£67	£80.40
Electrical Installation Condition Report and Portable Appliance Test From	£125	£150.00
Legionella risk assessment	£15	£18.00
Tenancy renewal	£95	£114.00
Rent review	£0	£0.00
Tenancy check in From	£35	£42.00
Tenancy check out From	£35	£42.00
"Featured property" advertising	£0	£0.00
Floor plan	£65	£78.00
Video tour	£90	£108.00
Professional photography, from	£80	£96.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£100	£120.00
2 bed*	£115	£138.00
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4 bed*	£150	£180.00
5 bed*	£175	£210.00
Additional requested property visits (per visit)	£60	£72.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£0	£0.00
Non-UK residents accounting to HMRC (per tax year)	£250	£300.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£30	£36.00
Drawing up of documentation if not included in Service level	£30	£36.00
Attendance at court	£60	£72.00
Early termination of management service with a sitting tenant	£700	£840.00
Administration fee for withdrawing from an offer of a tenancy	£150	£180.00
Provision of duplicate documents or statements	£0	£0.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	5%	6.00%
Cutting of keys (per key) From	£6	£7.20
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