

Premium Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	15%	18.00%
Tenancy set up From	60%	72.00%
Gas safety check	£65	£78.00
Energy Performance certification	£65	£78.00
Tenancy renewal	£50	£60.00
Tenancy check out From	£75	£90.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£60	£72.00
2 bed*	£75	£90.00
3 bed*	£85	£102.00
4 bed*	£100	£120.00
5 bed*	£115	£138.00
Additional requested property visits (per visit)	£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	£15	£18.00
Drawing up of documentation if not included in Service level	£15	£18.00
Attendance at court	£50	£60.00
Early termination of management service with a sitting tenant	£500	£600.00
Administration fee for withdrawing from an offer of a tenancy	£150	£180.00
Provision of duplicate documents or statements	£5	£6.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	£1000	£1,200.00
Cutting of keys (per key) From	£10	£12.00

Essential Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	10%	12.00%
Tenancy set up From	60%	72.00%
Gas safety check	£65	£78.00
Energy Performance certification	£65	£78.00
Tenancy renewal	£50	£60.00
Tenancy check out From	£75	£90.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£60	£72.00
2 bed*	£75	£90.00
3 bed*	£85	£102.00
4 bed*	£100	£120.00
5 bed*	£115	£138.00
Additional requested property visits (per visit)	£75	£90.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£15	£18.00
Drawing up of documentation if not included in Service level	£15	£18.00
Attendance at court	£50	£60.00
Early termination of management service with a sitting tenant	£500	£600.00
Administration fee for withdrawing from an offer of a tenancy	£150	£180.00
Provision of duplicate documents or statements	£5	£6.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	£1000	£1,200.00
Cutting of keys (per key) From	£10	£12.00
Service of statutory notices to recover possession (per notice)	£25	£30.00

Basic Service

Description	Excluding VAT	Including VAT
Monthly service commission %	7%	8.40%
Tenancy set up From		90%
Gas safety check	£65	£78.00
Energy Performance certification	£65	£78.00
Legionella risk assessment	£50	£60.00
Tenancy check out From	£75	£90.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£60	£72.00
2 bed*	£75	£90.00
3 bed*	£85	£102.00
4 bed*	£100	£120.00
5 bed*	£115	£138.00
Additional requested property visits (per visit)	£150	£180.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£15	£18.00
Drawing up of documentation if not included in Service level	£15	£18.00
Attendance at court	£50	£60.00
Early termination of management service with a sitting tenant	£200	£240.00
Administration fee for withdrawing from an offer of a tenancy	£150	£180.00
Provision of duplicate documents or statements	£5	£6.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	£1000	£1,200.00
Cutting of keys (per key) From	£10	£12.00
Service of statutory notices to recover possession (per notice)	£25	£30.00