

Premium Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	12.5%	15.00%
Tenancy set up	65%	78.00%
Credit references (per applicant and per guarantor)	£75.00	£90.00
Deposit registration (per Security Deposit)	£40.00	£48.00
Gas safety check	£70.83	£85.00
Energy Performance certification	£100.00	£120.00
Tenancy renewal	£150.00	£180.00
Tenancy check in	£50.00	£60.00
Tenancy check out	£50.00	£60.00
Inventory preparation (unfurnished accommodation), *add {50}% if fully furnished):		
2 bed*	£95.00	£114.00
3 bed*	£105.00	£126.00
4 bed*	£115.00	£138.00
5 bed*	£125.00	£150.00
Additional requested property visits (per visit)	£50.00	£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	£150.00	£180.00
Drawing up of documentation if not included in Service level	£150.00	£180.00
Attendance at court	£150.00	£180.00
Early termination of management service with a sitting tenant	80%	96.00%
Administration fee for withdrawing from an offer of a tenancy	£500.00	£600.00
Provision of duplicate documents or statements	£50.00	£60.00
Sale of the property to a sitting tenant or third party introduced by ourselves	2%	2.40%
Cutting of keys (per key)	£10.00	£12.00
Service of statutory notices to recover possession (per notice)	£100.00	£120.00

Basic Managed Service

Description	Excluding VAT	Including VAT
Tenancy set up	80%	
Credit references (per applicant and per guarantor)	£75.00	£90.00
Deposit registration (per Security Deposit)	£40.00	£48.00
Gas safety check	£70.83	£85.00
Energy Performance certification	£100.00	£120.00
Tenancy renewal	£150.00	£180.00
Tenancy check in	£50.00	£60.00
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Drawing up of documentation if not included in Service level	£150.00	£180.00
Attendance at court	£150.00	£180.00
Administration fee for withdrawing from an offer of a tenancy	£500.00	£600.00
Provision of duplicate documents or statements	£50.00	£60.00
Sale of the property to a sitting tenant or third party introduced by ourselves	2%	2.40%
Cutting of keys (per key)	£10.00	£12.00
Service of statutory notices to recover possession (per notice)	£100.00	£120.00