

## Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	10.01%	8.34%
Tenancy set up From	78.00%	65%
Deposit registration (per Security Deposit)	£30.00	£25.00
Gas safety check	£66.00	£55.00
Energy Performance certification	£66.00	£55.00
Electrical Installation Condition Report and Portable Appliance Test From	£180.00	£150.00
Legionella risk assessment	£66.00	£55.00
Tenancy renewal	£180.00	£150.00
Tenancy check in From	£66.00	£55.00
Tenancy check out From	£66.00	£55.00
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£72.00	£60.00
2 bed*	£84.00	£70.00
3 bed*	£108.00	£90.00
4 bed*	£144.00	£120.00
5 bed*	£180.00	£150.00
Additional requested property visits (per visit)	£90.00	£75.00
<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	£150.00	£125.00
Drawing up of documentation if not included in Service level	£150.00	£125.00
Attendance at court	£180.00	£150.00
Early termination of management service with a sitting tenant	£720.00	£600.00
Administration fee for withdrawing from an offer of a tenancy	£60.00	£50.00
Provision of duplicate documents or statements	£30.00	£25.00
Cutting of keys (per key) From	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£42.00	£35.00
	£420.00	£350.00

