

Premium Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	13%	15.60%
Tenancy set up From	50%	60.00%
Credit references (per applicant and per guarantor)	£50	£60.00
Deposit registration (per Security Deposit)	£50	£60.00
Gas safety check	£60	£72.00
Energy Performance certification	£70	£84.00
Legionella risk assessment	£70	£84.00
Tenancy renewal	£170	£204.00
Tenancy check out From	£85	£102.00
Professional photography, from	£149	£178.80
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£75	£90.00
2 bed*	£85	£102.00
3 bed*	£95	£114.00
4 bed*	£105	£126.00
5 bed*	£115	£138.00
Additional requested property visits (per visit)	£50	£60.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£30	£36.00
Non-UK residents accounting to HMRC (per tax year)	£30	£36.00
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	£90	£108.00
Early termination of management service with a sitting tenant	100%	120.00%
Administration fee for withdrawing from an offer of a tenancy	£250	£300.00
Provision of duplicate documents or statements	£20	£24.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	1.5%	1.80%
Cutting of keys (per key) From	£10	£12.00
Service of statutory notices to recover possession (per notice)	£25	£30.00

Essential Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	10%	12.00%
Tenancy set up From	50%	60.00%
Credit references (per applicant and per guarantor)	£50	£60.00
Deposit registration (per Security Deposit)	£50	£60.00
Gas safety check	£60	£72.00
Energy Performance certification	£70	£84.00
Legionella risk assessment	£70	£84.00
Tenancy renewal	£170	£204.00
Tenancy check out From	£85	£102.00
Professional photography, from	£149	£178.80
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£75	£90.00
2 bed*	£85	£102.00
3 bed*	£95	£114.00
4 bed*	£105	£126.00
5 bed*	£115	£138.00
Additional requested property visits (per visit)	£50	£60.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£30	£36.00
Non-UK residents accounting to HMRC (per tax year)	£30	£36.00
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	£90	£108.00
Early termination of management service with a sitting tenant	100%	120.00%
Administration fee for withdrawing from an offer of a tenancy	£250	£300.00
Provision of duplicate documents or statements	£20	£24.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	1.5%	1.80%
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
Tenancy set up		100%
Credit references (per applicant and per guarantor)	£50	£60.00
Gas safety check	£60	£72.00
Energy Performance certification	£70	£84.00
Legionella risk assessment	£70	£84.00
Tenancy renewal	£458.33	£550.00
Professional photography, from	£149	£178.80
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£75	£90.00
2 bed*	£85	£102.00
3 bed*	£95	£114.00
4 bed*	£105	£126.00
5 bed*	£115	£138.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Administration fee for withdrawing from an offer of a tenancy	£250	£300.00
Commission or referral fees earned from, but not limited to; insurance companies, referencing companies, utility companies & contractors	1.5%	1.80%
Cutting of keys (per key) From	£10	£12.00