

#{Premium}

#{Essential}

Basic Service

Description	Excluding VAT	Including VAT
Monthly service commission %	10%	12.00%
Tenancy set up		£300
Gas safety check	£75	£90.00
Energy Performance certification	£75	£90.00
Electrical Installation Condition Report and Portable Appliance Test From	£150	£180.00
Tenancy renewal	£85	£102.00
Move-In & Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):		
Studio/1 bed* From	£70	£84.00
2 bed*	£85	£102.00
3 bed*	£100	£120.00
4 bed*	£115	£138.00
5 bed*	£130	£156.00
Additional requested property visits (per visit)	£50	£60.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£25	£30.00
Non-UK residents accounting to HMRC (per tax year)	£100	£120.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£250	£300.00
Drawing up of documentation if not included in Service level	£50	£60.00
Attendance at court	£250	£300.00
Early termination of management service with a sitting tenant	£500	£600.00
Administration fee for withdrawing from an offer of a tenancy	£500	£600.00
Provision of duplicate documents or statements	£25	£30.00
Cutting of keys (per key) From	£10	£12.00
Service of statutory notices to recover possession (per notice)	£75	£90.00