

## Premium Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	12.5%	15.00%
Tenancy set up From	£300.00	£360.00
Credit references (per applicant and per guarantor)	£75.00	£90.00
Deposit registration (per Security Deposit)	£35.00	£42.00
Gas safety check	£75.00	£90.00
Energy Performance certification	£75.00	£90.00
Electrical Installation Condition Report and Portable Appliance Test From	£180.00	£216.00
Legionella risk assessment	£75.00	£90.00
Tenancy renewal	£83.33	£100.00
Rent review	£83.33	£100.00
Tenancy check in From	£50.00	£60.00
Tenancy check out From	£120.00	£144.00
"Featured property" advertising	£35.00	£42.00
Floor plan	£50.00	£60.00
Video tour	£400.00	£480.00
Professional photography, from	£75.00	£90.00
<b>Move-In &amp; Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):</b>		
Studio/1 bed* From	£120.00	£144.00
2 bed*	£130.00	£156.00
3 bed*	£140.00	£168.00
4 bed*	£150.00	£180.00
5 bed*	£160.00	£192.00
Additional requested property visits (per visit)	£35.00	£42.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£50.00	£60.00
Non-UK residents accounting to HMRC (per tax year)	£90.00	£108.00
<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	£180.00
Drawing up of documentation if not included in Service level	£50.00	£60.00
Attendance at court	£150.00	£180.00
Early termination of management service with a sitting tenant	£400.00	£480.00
Administration fee for withdrawing from an offer of a tenancy	£150.00	£180.00
Provision of duplicate documents or statements	£35.00	£42.00
Cutting of keys (per key) From	£25.00	£30.00
Service of statutory notices to recover possession (per notice)	£35.00	£42.00

## Essential Managed Service

Description	Excluding VAT	Including VAT
Monthly service commission %	10%	12.00%
Tenancy set up From	£300.00	£360.00
Credit references (per applicant and per guarantor)	£75.00	£90.00
Deposit registration (per Security Deposit)	£35.00	£42.00
Gas safety check	£75.00	£90.00
Energy Performance certification	£75.00	£90.00
Electrical Installation Condition Report and Portable Appliance Test From	£180.00	£216.00
Legionella risk assessment	£75.00	£90.00
Tenancy renewal	£83.33	£100.00
Rent review	£83.33	£100.00
Tenancy check in From	£50.00	£60.00
Tenancy check out From	£120.00	£144.00
"Featured property" advertising	£35.00	£42.00
Floor plan	£50.00	£60.00
Video tour	£400.00	£480.00
Professional photography, from	£75.00	£90.00
<b>Move-In &amp; Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):</b>		
Studio/1 bed* From	£120.00	£144.00
2 bed*	£130.00	£156.00
3 bed*	£140.00	£168.00
4 bed*	£150.00	£180.00
5 bed*	£160.00	£192.00
Additional requested property visits (per visit)	£35.00	£42.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£50.00	£60.00
Non-UK residents accounting to HMRC (per tax year)	£90.00	£108.00
<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	£180.00
Drawing up of documentation if not included in Service level	£50.00	£60.00
Attendance at court	£150.00	£180.00
Early termination of management service with a sitting tenant	£400.00	£480.00
Administration fee for withdrawing from an offer of a tenancy	£150.00	£180.00
Provision of duplicate documents or statements	£35.00	£42.00
Cutting of keys (per key) From	£25.00	£30.00
Service of statutory notices to recover possession (per notice)	£35.00	£42.00

## Basic Service

Description	Excluding VAT	Including VAT
Tenancy set up	70% of first months rent	
Credit references (per applicant and per guarantor)	£75.00	£90.00
Deposit registration (per Security Deposit)	£35.00	£42.00
Gas safety check	£75.00	£90.00
Energy Performance certification	£75.00	£90.00
Electrical Installation Condition Report and Portable Appliance Test From	£180.00	£216.00
Legionella risk assessment	£75.00	£90.00
Tenancy renewal	£83.33	£100.00
Rent review	£83.33	£100.00
Tenancy check in From	£50.00	£60.00
Tenancy check out From	£120.00	£144.00
"Featured property" advertising	£35.00	£42.00
Floor plan	£50.00	£60.00
Video tour	£400.00	£480.00
Professional photography, from	£75.00	£90.00
<b>Move-In &amp; Check-Out Inventory preparation per report (unfurnished accommodation), *add {50}% if fully furnished):</b>		
Studio/1 bed* From	£120.00	£144.00
2 bed*	£130.00	£156.00
3 bed*	£140.00	£168.00
4 bed*	£150.00	£180.00
5 bed*	£160.00	£192.00
Additional requested property visits (per visit)	£35.00	£42.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£50.00	£60.00
Non-UK residents accounting to HMRC (per tax year)	£90.00	£108.00
<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	£180.00
Drawing up of documentation if not included in Service level	£50.00	£60.00
Attendance at court	£150.00	£180.00
Early termination of management service with a sitting tenant	£400.00	£480.00
Administration fee for withdrawing from an offer of a tenancy	£150.00	£180.00
Provision of duplicate documents or statements	£35.00	£42.00
Cutting of keys (per key) From	£25.00	£30.00
Service of statutory notices to recover possession (per notice)	£35.00	£42.00