

## Premium Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	18.00%	15.0%
Tenancy set up From	£474.00	£395
Deposit registration (per Security Deposit)	£150.00	£125
Gas safety check	£114.00	£95
Energy Performance certification	£100.01	£83.34
Electrical Installation Condition Report and Portable Appliance Test From	£276.00	£230
Legionella risk assessment	£180.00	£150
Tenancy check out From	£120.00	£100
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£138.00	£115
2 bed*	£170.40	£142
3 bed*	£186.00	£155
4 bed*	£254.40	£212
5 bed*	£277.20	£231
Additional fee, in addition to the above, if fully furnished	£60.00	£50
Additional requested property visits (per visit)	£42.00	£35
Annual statement of income and expenditure for HMRC purposes (per tax year)	£72.00	£60
Non-UK residents accounting to HMRC (per tax year)	£180.00	£150
<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	£120.00	£100
Attendance at court	£300.00	£250
Early termination of management service with a sitting tenant	£1,800.00	£1500
Administration fee for withdrawing from an offer of a tenancy	£300.00	£250
Provision of duplicate documents or statements	£24.00	£20
Cutting of keys (per key) From	£30.00	£25

## Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	12.00%	10.0%
Tenancy set up From	£474.00	£395
Deposit registration (per Security Deposit)	£150.00	£125
Gas safety check	£114.00	£95
Energy Performance certification	£100.01	£83.34
Electrical Installation Condition Report and Portable Appliance Test From	£276.00	£230
Legionella risk assessment	£180.00	£150
Tenancy check out From	£120.00	£100
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£138.00	£115
2 bed*	£170.40	£142
3 bed*	£186.00	£155
4 bed*	£254.40	£212
5 bed*	£277.20	£231
Additional fee, in addition to the above, if fully furnished	£60.00	£50
Additional requested property visits (per visit)	£42.00	£35
Annual statement of income and expenditure for HMRC purposes (per tax year)	£72.00	£60
Non-UK residents accounting to HMRC (per tax year)	£180.00	£150
<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	£120.00	£100
Attendance at court	£300.00	£250
Early termination of management service with a sitting tenant	£1,800.00	£1500
Administration fee for withdrawing from an offer of a tenancy	£300.00	£250
Provision of duplicate documents or statements	£24.00	£20
Cutting of keys (per key) From	£30.00	£25

## Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	9.60%	8.0%
Tenancy set up	£474.00	£395
Deposit registration (per Security Deposit)	£150.00	£125
Gas safety check	£114.00	£95
Energy Performance certification	£100.01	£83.34
Electrical Installation Condition Report and Portable Appliance Test From	£276.00	£230
Legionella risk assessment	£180.00	£150
Tenancy renewal	£240.00	£200
Tenancy check out From	£120.00	£100
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£138.00	£115
2 bed*	£170.40	£142
3 bed*	£186.00	£155
4 bed*	£254.40	£212
5 bed*	£277.20	£231
Additional fee, in addition to the above, if fully furnished	£60.00	£50
Additional requested property visits (per visit)	£42.00	£35
Annual statement of income and expenditure for HMRC purposes (per tax year)	£72.00	£60
Non-UK residents accounting to HMRC (per tax year)	£180.00	£150
<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	£120.00	£100
Drawing up of documentation if not included in Service level	£60.00	£50
Attendance at court	£300.00	£250
Early termination of management service with a sitting tenant	£1,800.00	£1500
Administration fee for withdrawing from an offer of a tenancy	£300.00	£250
Provision of duplicate documents or statements	£24.00	£20
Cutting of keys (per key) From	£30.00	£25
Service of statutory notices to recover possession (per notice)	50	50

## Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	100.01%	83.34%
Deposit registration (per Security Deposit)	£150.00	£125
Gas safety check	£114.00	£95
Energy Performance certification	£100.01	£83.34
Electrical Installation Condition Report and Portable Appliance Test From	£276.00	£230
Legionella risk assessment	£180.00	£150
Tenancy renewal	£240.00	£200
Tenancy check in From	£120.00	£100
Tenancy check out From	£120.00	£100
"Featured property" advertising	£30.00	£25
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£138.00	£115
2 bed*	£170.40	£142
3 bed*	£186.00	£155
4 bed*	£254.40	£212
5 bed*	£277.20	£231
Additional fee, in addition to the above, if fully furnished	£60.00	£50
Additional requested property visits (per visit)	£30.00	£25
Annual statement of income and expenditure for HMRC purposes (per tax year)	£72.00	£60
Non-UK residents accounting to HMRC (per tax year)	£180.00	£150
<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	£120.00	£100
Drawing up of documentation if not included in Service level	£60.00	£50
Attendance at court	£300.00	£250
Early termination of management service with a sitting tenant	£1,800.00	£1500
Administration fee for withdrawing from an offer of a tenancy	£300.00	£250
Provision of duplicate documents or statements	£24.00	£20
Cutting of keys (per key) From	£30.00	£25
Service of statutory notices to recover possession (per notice)	£60.00	£50