

Premium Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	24.00%	20%
Tenancy set up From	£396.00	£330.00
Gas safety check	£120.00	£100.00
Energy Performance certification	£100.00	£83.33
Electrical Installation Condition Report and Portable Appliance Test From	£240.00	£200.00
Tenancy renewal	£114.00	£95.00
Floor plan	£36.00	£30.00
Move-In & Check-Out Inventory preparation per report:		
Additional requested property visits (per visit)	£66.00	£55.00
Non-UK residents accounting to HMRC (per tax year)	£30.00	£25.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£240.00	£200.00
Attendance at court	£420.00	£350.00
Administration fee for withdrawing from an offer of a tenancy	£210.00	£175.00
Provision of duplicate documents or statements	£5.00	£4.17
Cutting of keys (per key) From	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£72.00	£60.00

Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	16.80%	14%
Tenancy set up From	£396.00	£330.00
Gas safety check	£120.00	£100.00
Energy Performance certification	£100.00	£83.33
Electrical Installation Condition Report and Portable Appliance Test From	£240.00	£200.00
Tenancy renewal	£114.00	£95.00
Floor plan	£36.00	£30.00
Move-In & Check-Out Inventory preparation per report:		
Additional requested property visits (per visit)	£66.00	£55.00
Non-UK residents accounting to HMRC (per tax year)	£30.00	£25.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£240.00	£200.00
Attendance at court	£420.00	£350.00
Administration fee for withdrawing from an offer of a tenancy	£210.00	£175.00
Provision of duplicate documents or statements	£5.00	£4.17
Cutting of keys (per key) From	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£72.00	£60.00

Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	13.20%	11%
Tenancy set up	£396.00	£330.00
Gas safety check	£120.00	£100.00
Energy Performance certification	£100.00	£83.33
Electrical Installation Condition Report and Portable Appliance Test From	£240.00	£200.00
Tenancy renewal	£114.00	£95.00
Floor plan	£36.00	£30.00
Move-In & Check-Out Inventory preparation per report:		
Additional requested property visits (per visit)	£66.00	£55.00
Non-UK residents accounting to HMRC (per tax year)	£30.00	£25.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£240.00	£200.00
Attendance at court	£420.00	£350.00
Administration fee for withdrawing from an offer of a tenancy	£210.00	£175.00
Provision of duplicate documents or statements	£5.00	£4.17
Cutting of keys (per key) From	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£72.00	£60.00

Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	78.00%	65.00%
Tenancy set up		£396.00
Gas safety check	£120.00	£100.00
Energy Performance certification	£100.00	£83.33
Electrical Installation Condition Report and Portable Appliance Test From	£240.00	£200.00
Tenancy renewal	£114.00	£95.00
Floor plan	£36.00	£30.00
Move-In & Check-Out Inventory preparation per report:		
Additional requested property visits (per visit)	£66.00	£55.00
Non-UK residents accounting to HMRC (per tax year)	£30.00	£25.00
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£240.00	£200.00
Attendance at court	£420.00	£350.00
Administration fee for withdrawing from an offer of a tenancy	£210.00	£175.00
Provision of duplicate documents or statements	£5.00	£4.17
Cutting of keys (per key) From	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£72.00	£60.00