

## Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	18.00%	15%
Tenancy set up From	£360.00	£300.00
Credit references (per applicant and per guarantor)	£120.00	£100.00
Deposit registration (per Security Deposit)	£72.00	£60.00
Gas safety check	£84.00	£70.00
Energy Performance certification	£72.00	£60.00
Electrical Installation Condition Report and Portable Appliance Test From	£132.00	£110.00
Tenancy renewal	£240.00	£200.00
Tenancy check in From	£90.00	£75.00
Tenancy check out From	£120.00	£100.00
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£90.00	£75.00
2 bed*	£108.00	£90.00
3 bed*	£144.00	£120.00
4 bed*	£168.00	£140.00
5 bed*	£192.00	£160.00
Additional requested property visits (per visit)	£72.00	£60.00
Non-UK residents accounting to HMRC (per tax year)	£120.00	£100.00
<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	£240.00	£200.00
Drawing up of documentation if not included in Service level	£60.00	£50.00
Attendance at court	£360.00	£300.00
Administration fee for withdrawing from an offer of a tenancy	£360.00	£300.00
Provision of duplicate documents or statements	£24.00	£20.00
Cutting of keys (per key) From	£30.00	£25.00

## Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	15.00%	12.5%
Tenancy set up	£360.00	£300.00
Credit references (per applicant and per guarantor)	£360.00	£300.00
Deposit registration (per Security Deposit)	£72.00	£60.00
Gas safety check	£84.00	£70.00
Energy Performance certification	£72.00	£60.00
Electrical Installation Condition Report and Portable Appliance Test From	£132.00	£110.00
Tenancy renewal	£240.00	£200.00
Tenancy check in From	£90.00	£75.00
Tenancy check out From	£120.00	£100.00
"Featured property" advertising	£90.00	£75.00
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£90.00	£75.00
2 bed*	£108.00	£90.00
3 bed*	£144.00	£120.00
4 bed*	£168.00	£140.00
5 bed*	£192.00	£160.00
Additional requested property visits (per visit)	£72.00	£60.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£120.00	£100.00
Non-UK residents accounting to HMRC (per tax year)	£120.00	£100.00
<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	£240.00	£200.00
Drawing up of documentation if not included in Service level	£60.00	£50.00
Attendance at court	£360.00	£300.00
Administration fee for withdrawing from an offer of a tenancy	£360.00	£300.00
Provision of duplicate documents or statements	£24.00	£20.00
Cutting of keys (per key) From	£30.00	£25.00
Service of statutory notices to recover possession (per notice)	£300.00	£250.00

## Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	12.00%	10%
Tenancy set up	£360.00 Including VAT	
Credit references (per applicant and per guarantor)	£360.00	£300.00
Gas safety check	£120.00	£100.00
Energy Performance certification	£72.00	£60.00
Electrical Installation Condition Report and Portable Appliance Test From	£132.00	£110.00
Tenancy renewal	£240.00	£200.00
Tenancy check in From	£90.00	£75.00
Tenancy check out From	£120.00	£100.00
"Featured property" advertising	£90.00	£75.00
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£90.00	£75.00
2 bed*	£108.00	£90.00
3 bed*	£144.00	£120.00
4 bed*	£168.00	£140.00
5 bed*	£192.00	£160.00
Additional requested property visits (per visit)	£72.00	£60.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£120.00	£100.00
Non-UK residents accounting to HMRC (per tax year)	£120.00	£100.00
<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	£240.00	£200.00
Drawing up of documentation if not included in Service level	£60.00	£50.00
Attendance at court	£360.00	£300.00
Administration fee for withdrawing from an offer of a tenancy	£360.00	£300.00
Provision of duplicate documents or statements	£24.00	£20.00
Cutting of keys (per key) From	£30.00	£25.00
Service of statutory notices to recover possession (per notice)	£300.00	£250.00