Landlord Schedule of Charges

whitegates

Premium Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	18.00%	15%
Tenancy set up From	£420.00	£350
Deposit registration (per Security Deposit)	£60.00	£50
Gas safety check	£70.00	£58.33
Energy Performance certification	£84.00	£70
Electrical Installation Condition Report and Portable Appliance Test From	£180.00	£150
Tenancy renewal	£96.00	£80
Rent review	£54.00	£45
Tenancy check out From	£120.00	£100
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£120.00	£100
2 bed*	£120.00	£100
3 bed*	£120.00	£100
4 bed*	£120.00	£100
5 bed*	£120.00	£100
Additional requested property visits (per visit)	£60.00	£50
Annual statement of income and expenditure for HMRC purposes (per tax year)	£30.00	£25
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£120.00	£100
Attendance at court	£180.00	£150
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£600.00	£500
Administration fee for withdrawing from an offer of a tenancy	£240.00	£200
Provision of duplicate documents or statements	£30.00	£25
Cutting of keys (per key) From	£54.00	£45
Service of statutory notices to recover possession (per notice)	£180.00	£150

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Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	14.40%	12%
Tenancy set up From	120.00%	100%
Deposit registration (per Security Deposit)	£72.00	£60
Gas safety check	£96.00	£80
Energy Performance certification	£96.00	£80
Electrical Installation Condition Report and Portable Appliance Test From	£180.00	£150
Tenancy renewal	£120.00	£100
Rent review	£96.00	£80
Tenancy check out From	£120.00	£100
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£120.00	£100
2 bed*	£120.00	£100
3 bed*	£120.00	£100
4 bed*	£120.00	£100
5 bed*	£120.00	£100
Additional requested property visits (per visit)	£90.00	£75
Annual statement of income and expenditure for HMRC purposes (per tax year)	£102.00	£85
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£120.00	£100
Drawing up of documentation if not included in Service level	£120.00	£100
Attendance at court	£180.00	£150
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	120.00%	100%
Administration fee for withdrawing from an offer of a tenancy	£240.00	£200
Provision of duplicate documents or statements	£30.00	£25
Cutting of keys (per key) From	£54.00	£45
Service of statutory notices to recover possession (per notice)	£180.00	£150

Landlord Schedule of Charges

whitegates

Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	12.00%	10%
Tenancy set up	£600.00	£500
Gas safety check	£70.00	£58.33
Energy Performance certification	£84.00	£70
Electrical Installation Condition Report and Portable Appliance Test From	£180.00	£150
Tenancy renewal	£96.00	£80
Rent review	£54.00	£45
Tenancy check out From	£120.00	£100
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£120.00	£100
2 bed*	£120.00	£100
3 bed*	£120.00	£100
4 bed*	£120.00	£100
5 bed*	£120.00	£100
Additional requested property visits (per visit)	£60.00	£50
Annual statement of income and expenditure for HMRC purposes (per tax year)	£30.00	£25
Non-UK residents accounting to HMRC (per tax year)	£30.00	£25
Hourly rate for work not included in your service level (non-exhaustive list below):		
Preparation of documents for dispute adjudication or court proceedings	£120.00	£100
Drawing up of documentation if not included in Service level	£120.00	£100
Attendance at court	£180.00	£150
Early termination of management service with a sitting tenant (fixed fee or percentage of one month's rent)	£600.00	£500
Administration fee for withdrawing from an offer of a tenancy	£240.00	£200
Provision of duplicate documents or statements	£30.00	£25
Cutting of keys (per key) From	£54.00	£45
Service of statutory notices to recover possession (per notice)	£180.00	£150

Landlord Schedule of Charges

Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	120.00%	100%
Gas safety check	£96.00	£80
Energy Performance certification	£96.00	£80
Electrical Installation Condition Report and Portable Appliance Test From	£180.00	£150
Tenancy renewal	£180.00	£150
Tenancy check in From	£180.00	£150
Tenancy check out From	£180.00	£150
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£180.00	£150
2 bed*	£180.00	£150
3 bed*	£180.00	£150
4 bed*	£180.00	£150
5 bed*	£180.00	£150
Hourly rate for work not included in your service level (non-exhaustive list below):		
Administration fee for withdrawing from an offer of a tenancy	120.00%	100%
Cutting of keys (per key) From	£54.00	£45