

## Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	12.00%	10.00%
Tenancy set up From	£330.00	£275.00
Energy Performance certification	£78.00	£65.00
Legionella risk assessment	£60.00	£50.00
Tenancy renewal	£60.00	£50.00
Rent review	£18.00	£15.00
"Featured property" advertising	£90.00	£75.00
Floor plan	£60.00	£50.00
Professional photography, from	£96.00	£80.00
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Additional requested property visits (per visit)	£60.00	£50.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50.00
Non-UK residents accounting to HMRC (per tax year)	£114.00	£95.00
<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	£120.00	£100.00
Drawing up of documentation if not included in Service level	£36.00	£30.00
Attendance at court	£144.00	£120.00
Early termination of management service with a sitting tenant	£270.00	£225.00
Administration fee for withdrawing from an offer of a tenancy	£270.00	£225.00
Provision of duplicate documents or statements	£6.00	£5.00
Cutting of keys (per key) From	£12.00	£10.00

## Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	9.00%	7.5%
Tenancy set up	£330.00	£275.00
Deposit registration (per Security Deposit)	£60.00	£50.00
Energy Performance certification	£78.00	£65.00
Legionella risk assessment	£60.00	£50.00
Tenancy renewal	£60.00	£50.00
Rent review	£18.00	£15.00
Tenancy check out From	£90.00	£75.00
"Featured property" advertising	£90.00	£75.00
Floor plan	£60.00	£50.00
Professional photography, from	£96.00	£80.00
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£114.00	£95.00
2 bed*	£114.00	£95.00
3 bed*	£114.00	£95.00
4 bed*	£126.00	£105.00
5 bed*	£138.00	£115.00
Additional requested property visits (per visit)	£60.00	£50.00
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50.00
Non-UK residents accounting to HMRC (per tax year)	£114.00	£95.00
<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	£120.00	£100.00
Drawing up of documentation if not included in Service level	£36.00	£30.00
Attendance at court	£144.00	£120.00
Early termination of management service with a sitting tenant	£270.00	£225.00
Administration fee for withdrawing from an offer of a tenancy	£270.00	£225.00
Provision of duplicate documents or statements	£6.00	£5.00
Cutting of keys (per key) From	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£60.00	£50.00



## Tenant Find Service

Description	Including VAT	Excluding VAT
Tenancy set up	£474.00	including VAT
Deposit registration (per Security Deposit)	£60.00	£50.00
Energy Performance certification	£78.00	£65.00
Legionella risk assessment	£60.00	£50.00
Tenancy renewal	£60.00	£50.00
Tenancy check out From	£90.00	£75.00
"Featured property" advertising	£90.00	£75.00
Floor plan	£60.00	£50.00
Professional photography, from	£96.00	£80.00
<b>Move-In &amp; Check-Out Inventory preparation per report:</b>		
Studio/1 bed* From	£114.00	£95.00
2 bed*	£114.00	£95.00
3 bed*	£114.00	£95.00
4 bed*	£126.00	£105.00
5 bed*	£138.00	£115.00
Additional requested property visits (per visit)	£60.00	£50.00
<b>Hourly rate for work not included in your service level (non-exhaustive list below):</b>		
Attendance at court	£144.00	£120.00
Administration fee for withdrawing from an offer of a tenancy	£270.00	£225.00
Provision of duplicate documents or statements	£6.00	£5.00
Cutting of keys (per key) From	£12.00	£10.00
Service of statutory notices to recover possession (per notice)	£60.00	£50.00