

Managed Service

Description	Including VAT	Excluding VAT
Monthly service commission %	14.40%	12%
Gas safety check	£96.00	£80
Energy Performance certification	£96.00	£80
Electrical Installation Condition Report and Portable Appliance Test From	£192.00	£160
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£144.00	£120
2 bed*	£156.00	£130
3 bed*	£168.00	£140
4 bed*	£180.00	£150
5 bed*	£192.00	£160
Additional fee, in addition to the above, if fully furnished	£72.00	£60
Additional requested property visits (per visit)	£72.00	£60
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50
Non-UK residents accounting to HMRC (per tax year)	£60.00	£50
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
Drawing up of documentation if not included in Service level	£240.00	£200
Attendance at court	£240.00	£200
Administration fee for withdrawing from an offer of a tenancy	£60.00	£50
Provision of duplicate documents or statements	£60.00	£50
Cutting of keys (per key) From	£24.00	£20
Service of statutory notices to recover possession (per notice)	£180.00	£150

Rent Collection Service

Description	Including VAT	Excluding VAT
Monthly service commission %	7.20%	6%
Credit references (per applicant and per guarantor)	£24.00	£20
Deposit registration (per Security Deposit)	£60.00	£50
Gas safety check	£96.00	£80
Energy Performance certification	£96.00	£80
Electrical Installation Condition Report and Portable Appliance Test From	£192.00	£160
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£144.00	£120
2 bed*	£156.00	£130
3 bed*	£168.00	£140
4 bed*	£180.00	£150
5 bed*	£192.00	£160
Additional fee, in addition to the above, if fully furnished	£72.00	£60
Additional requested property visits (per visit)	£72.00	£60
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50
Non-UK residents accounting to HMRC (per tax year)	£60.00	£50
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
Drawing up of documentation if not included in Service level	£240.00	£200
Attendance at court	£240.00	£200
Provision of duplicate documents or statements	£60.00	£50
Cutting of keys (per key) From	£24.00	£20
Service of statutory notices to recover possession (per notice)	£180.00	£150

Tenant Find Service

Description	Including VAT	Excluding VAT
Tenant Find fee	16.80%	14%
Tenancy set up	minimum of £350 inclusive of vat	
Credit references (per applicant and per guarantor)	£24.00	£20
Deposit registration (per Security Deposit)	£60.00	£50
Gas safety check	£96.00	£80
Energy Performance certification	£96.00	£80
Electrical Installation Condition Report and Portable Appliance Test From	£192.00	£160
Move-In & Check-Out Inventory preparation per report:		
Studio/1 bed* From	£144.00	£120
2 bed*	£156.00	£130
3 bed*	£168.00	£140
4 bed*	£180.00	£150
5 bed*	£192.00	£160
Additional requested property visits (per visit)	£60.00	£50
Annual statement of income and expenditure for HMRC purposes (per tax year)	£60.00	£50
Non-UK residents accounting to HMRC (per tax year)	£60.00	£50
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
Drawing up of documentation if not included in Service level	£240.00	£200
Attendance at court	£240.00	£200
Provision of duplicate documents or statements	£60.00	£50
Cutting of keys (per key) From	£24.00	£20
Service of statutory notices to recover possession (per notice)	£180.00	£150