

Service Options, Commissions and Fees:

Service Options	Price
Platinum - (Includes utility transfers, and 2 free inspections per annum)	12.5% & VAT (15% incl)

Product List & Prices

Compulsory Products	Price
Administration Fee (to include marketing, advertising, viewing's, references, Right to Rent Checks, Tenancy Agreement, Inventory & Schedule of Conditions 1 - 2 beds	£350 & VAT (£420 incl)
Administration Fee (to include marketing, advertising, viewing's, references, Right to Rent Checks, Tenancy Agreement, Inventory & Schedule of Conditions 3 - 4 beds	£400 & VAT (£480 incl)
Administration Fee (to include marketing, advertising, viewing's, references, Right to Rent Checks, Tenancy Agreement, Inventory & Schedule of Conditions 5 beds +	£450 & VAT (£540 incl)
Service of Notice to quit	£120 & VAT (£144 incl)
Collection, Registration and holding of Deposit monies.	£50 & VAT (£60 incl)

Optional Products	Price	Optional Products	Price
Rent Protection and Legal Expenses *Cost per month (on rents up to £1,000.00 per calendar month)	£35 & VAT (£42 incl) *	Co-ordinating property refurbishments prior to initial tenancy (percentage of total cost)	10% & VAT (12% incl)
Rent Protection and Legal Expenses * Cost per month (on rents between £1,000.00 and £1,499.00 per calendar month)	£45 & VAT (£54 incl) *	Co-ordinating property improvements during tenancy (percentage of total cost)	10% & VAT (12% incl)
Rent Protection and Legal Expenses * Cost per month (on rents between £1,500.00 and £1,999.00 per calendar month)	£55 & VAT (£66 incl) *	Court attendance (min charge)	£250 & VAT (£300 incl)
Rent Protection and Legal Expenses * Cost per month (on rents between £2,000.00 and £2,500.00 per calendar month (capped at £2,500.00)	£65 & VAT (£78 incl) *	Change of ownership (bought with tenant in situ)	£150 & VAT (£180 incl)
Key copying (nb landlord to provide 3 full sets) cost of key copying, plus	£15 & VAT (£18 incl)	Administration charge to close full management service and to forward all necessary paperwork to landlord	£150 & VAT (£180 incl)
Additional Property Management inspections per annum (max 4 pa) (number of chargeable inspections required) <input type="checkbox"/>	£35 & VAT (£42 incl)	Provision of annual reports for Self Assessment (**FOC with Platinum service)	£50 & VAT (£60 incl)
Requested changes to standard Tenancy Agreement/AST for each draft	£50 & VAT (£60 incl)	Electrical installation Checks (to be outsourced to qualified electrician) (EICR) 2 beds	£165 & VAT (£198 incl)
Tenancy Renewal (Fixed Term)	£110 & VAT (£132 incl)	Electrical installation Checks (EICR) (to be outsourced to qualified electrician) additional rooms (price per room)	£35 & VAT (£42 incl)
Tenancy Renewal (Contractual Periodic)	£50 & VAT (£60 incl)	Take over the management of an existing tenancy	£150 & VAT (£180 incl)
Change of sharer during tenancy	£50 & VAT (£60 incl)	PAT Testing (up to 10 appliances) (to be outsourced to qualified person)	£70 & VAT (£84 incl)
Arranging contractor quotes (nb first 2 quotes per issue FOC)	£15 & VAT (£18 incl)	Energy Performance Certificate (to be outsourced to qualified EPC assessor)	£95 & VAT (£114 incl)
Arrange and carry out move out inspection, and negotiate dilapidations 1 - 2 beds	£150 & VAT (£180 incl)	Annual Gas Safety Certification (up to 2 appliances) (to be outsourced to qualified engineer)	£95 & VAT (£114 incl)
Arrange and carry out move out inspection, and negotiate dilapidations 3 - 4 beds	£180 & VAT (£216 incl)	Annual Gas Safety Certification and Service	£140 & VAT (£168 incl)
Arrange and carry out move out inspection, and negotiate dilapidations 5 beds +	£220 & VAT (£264 incl)	Legionnaires Assessment Report (to be outsourced to qualified person)	£95 & VAT (£114 incl)
Aborted Tenancy (fee should landlord withdraw after tenant references have been confirmed) - An amount in proportion to what has been performed prior to landlords cancellation in writing.			