

7. Fees.

Three levels of service with the option of splitting the tenancy fees across the first three months.

	Rent Collection	Tenant Find	Full Property Management
Tenancy setup fee	8% + NO VAT of monthly rent collected	£450 + NO VAT flat fee	£175 + NO VAT flat fee
Management rate	8% +NO VAT PCM	Flat fee	10% +NO VAT PCM
Tenancy set up			
Rental valuation	-	✓	✓
Legislation advice & guidance	✓	✓	✓
HHSRH assessment	✓	✓	✓
Advice on presentation & refurbishment	-	✓	✓
Homelink 'To Let' board	-	✓	✓
Rightmove + other website advertising	-	✓	✓
Negotiate terms of tenancy	-	✓	✓
In-depth tenant referencing & credit checks	£35	✓	✓
Accompany every viewing	-	✓	✓
Preparation of tenancy agreements	-	✓	✓
Collection of 1st month's rent	-	✓	✓
Notify utility companies	-	✓	✓
Registration of security deposit with DPS	-	✓	✓
Tenant check-in	-	✓	✓
Comprehensive inventory report	-	£70 - £100	✓
Colour floor plans	-	£75	✓
Real walk through video tour	-	£85	✓
New tenancy set up	-	-	£199
Throughout the tenancy			
Tenant arrears management	✓	-	✓
Designated management agent	-	-	✓
Arrange day to day property repairs and maintenance	-	-	✓
Property inspections	-	£50	✓
24-hour emergency assistance	-	-	✓
Tenant check-in	-	£50	✓
Tenant check-out	-	£50	✓
Deposit release negotiations	-	£50	✓
Statutory declaration for deposit release	-	£50	✓
Renewal of fixed tenancy	-	£150	✓
Project management of works at property	-	12% of value of work	12% of value of works
Video tour *	-	£100 - £200	£70 - £100
Vacant property visits	-	£45	✓

NB. Figures are quoted per property and subject to annual review.

Landlords legal			
Issuing Section 21 Notice	-	£75	✓
Issuing Section 8 Notice	-	£75	✓
Issuing Section 13 Notice	-	£75	✓
EPC certificate (10 Years)	-	£75	£75
Annual Gas Safety Certificate	-	£65	£65
Annual boiler service	-	£60	£60
Annual Legionnaires Risk Assessment	-	£60	£60
Electrical Installation Safety Check	-	£115 minimum charge	£115 minimum charge
HHSRH assessment	£200	£200	£150
Accompany bailiff	-	£90	£90
General			
Key cutting service	-	Cost of key	Cost of key
Preparation of self-assessment tax form	-	£50	£50
Attendance of Court tribunal	-	-	£100
End of tenancy clean	-	Price on request	Price on Request
Carpet cleaning	-	Price on request	Price on request
Garden service	-	Price on request	Price on request
Full property refurbishment service	-	Price on request	Price on request
Professional photography	-	Price on request	Price on request
HMO & Council			
HMO license renewal	-	-	£70
HMO compliance inspection	-	-	£180
HMO fire alarm test	-	-	£50 per visit
HMO environmental visit	-	-	£75
Cleaning service	-	£20 per hour	£17.50 per hour
HHSRH compliance	-	-	£200
Rent guarantee Insurance			
Rent guarantee & legal protection	-	£150 per year	£150 per year

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