



FEES AND CHARGES SHEET

Service	Fee
Self-Managing Option – Let Only	One months of the first month's rent subject to a maximum of £1500 inc. VAT (£1250 +VAT)
Rent Collect Service	£600 including the VAT (£500 + VAT) Plus 12 % inc VAT (10%+VAT) of gross monthly rent payable throughout the tenancy
Fully Managed Service Letting & Tenancy Management	£600 inc VAT (£500+VAT) plus 14.4% inc VAT (12%+VAT) of gross monthly rent payable throughout tenancy
The VIP- Package	£600 inc VAT (£500 +VAT) Plus 18 % inc VAT (15%+VAT) of gross monthly rent payable throughout tenancy
Rent Guarantee/Legal Protection	Is payable monthly at £35.00 Inc Vat (£29.17 +Vat)
Submission of Rent Guarantee Claim	£60 including Vat (£50+VAT)
Cancellation of Management Admin Fee	One and half month's rent plus VAT
Buy to Let Advisory Service	£300 inc VAT (£250.00+VAT)
Property Acquisition Service	3.6 % inc VAT (3%+VAT) of purchase price
Empty Property Management	£120.00inc VAT (£100.00+VAT) per calendar month plus £300 float
Own Tenancy Agreement	£114.00inc VAT (£95.00+VAT)
Memorandum of Renewal Agreement	£126.00inc VAT (£105.00+VAT)

Statutory Declaration Fee	£60 inc VAT (£50+VAT)
Key Cutting	£12.00 inc VAT (£10.00+VAT) per key
Landlord Withdrawal from Offer	Expenses to a max of £450.00 inc VAT (£375.00+VAT) depending on case
Hourly Rate	£60 inclusive of vat per hour (non-senior staff member) £90 inclusive of vat (Manager) £180 inclusive of vat (Director)
Inventory	£144inc VAT (£120.00+VAT) for up to 3 bed (unfurnished) £168inc VAT (£140.00 + VAT) for 4 or 5 bed (unfurnished) Part furnished and furnished will be quoted individually. Any larger properties will be quoted individually.
Check Out Inspection	£108inc VAT (£90.00+VAT) for up to 3 bed (unfurnished) £141inc VAT (£117.50 + VAT) for 4 or 5 bed (unfurnished) Part furnished and furnished will be quoted individually. Any larger properties will be quoted individually.
Court Attendance	£600.00 Inc VAT (£500.00 +VAT) Unless you have rent guarantee then you will be charged at our hourly rate.
Bailiff Attendance	£300.00 Inc VAT (£250.00+VAT)
Property Visits for Managed Properties	£126.00 inc VAT (£105+VAT) – Two property visits per year are included in the managementm, this charge is for any additional visits needed during the 12 months
Property Visits Non-Managed Properties	£180.00inc VAT (£150.00+VAT)
Safety Checks / Certificates	By Invoice from Contractor
Smoke Alarm/Carbon Monoxide Detector	By Invoice from Contractor
Heater Loan	£60.00inc VAT (£50.00+VAT) per week/part week
Works Supervision – Own Contractor	12%inc VAT (10%+VAT) of works costs
Serving Notices	£150.00 inc VAT (£125.00+VAT) per notice (applicable only to Let Only and Rent Collection Services)

Re-service of Notices	£150 inc VAT (£125+VAT)
Deposit Dispute Fee	£180 including vat (£150+VAT)
Energy Performance Certificate	£120 inc VAT (£100+VAT)
Deposit Registration Admin Fee	£48.00 inc VAT (£40.00+VAT) per annum

