

## Fully managed Service

Full Management Service **15.6% (incl. VAT) of the rent received.**  
 Rent & Legal Protection Insurance **3.3% (incl. VAT)**

## Additional Charges:

Tenancy Administration Fee:	<b>£360.00 (incl. VAT)</b>
Bespoke Inventory Service:	<b>£210.00 - £420.00 (incl. VAT)</b> *dependent on size of property, subject to evaluation.
Check-In:	<b>Included in Agreement Admin Fee</b>
Tenant Referencing Fee:	<b>£30.00 (+VAT) per applicant</b> *Guarantors will be referenced free of charge
Deposit Registration:	<b>Included in Agreement Admin Fee</b>
24 Hour Repair Support:	<b>Included in Agreement Admin Fee</b>
Rent Review:	<b>Included in Agreement Admin Fee</b>
Compliance and legal checks:	<b>Included in Agreement Admin Fee</b>
Check-Out (end of tenancy):	<b>£180.00 (incl. VAT)</b>
Duplicate Statements:	<b>Free of Charge (By Email)</b>
Annual Statements:	<b>£30.00 (incl. VAT)</b>
Professional hourly Rate:	<b>£72.00 (incl. VAT)</b> *charged by the Agent when required to carry out any additional services not included within the management remit.
Tenancy Renewal/Regrant Fee:	<b>£180.00 (incl. VAT)</b>
Notice Preparation and Service (e.g. Section 21):	<b>£120.00 (incl. VAT)</b>
Court Attendance:	<b>£240.00 (incl. VAT) *fixed charge.</b>
Deposit Adjudication Claim:	<b>£90.00 (incl. VAT)</b>
Submission of Non-Residential Landlords' receipts to HMRC:	<b>£60.00 (incl. VAT) * charged quarterly.</b>



## Tenant Find Only Service

If you wish to manage your property yourself, our tenant introduction service offers the following:

- Establishing current market rent
- Advice on market conditions
- Compliance checks
- Advice on non-resident tax status (if applicable)
- Organise and carry out accompanied in-person viewings
- Negotiate offers and pass to landlord
- Preparation of tenancy agreement
- Receipt of first month's rent

Introduction fees per tenancy:

Tenant Referencing:

Hold & register deposit with deposit scheme

Safety & Legal checks:

Tenancy renewal:

Issue of Section 21 notice:

**1 month's rent + VAT**

**£30.00 per applicant (inc. VAT)**

**Included in introduction fee**

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**£180.00 (incl VAT)**

**£120.00 (incl. vat)**