

PLEASE INDICATE THE PRODUCT YOU REQUIRE *Mandatory Charges	Single Let Full Management	HMO Essential Management	HMO VIP Platinum Management
Property Marketing*	✓	From £250.00	From £250.00
Management Fee* (PCM)	10% 12% inc VAT	11.50% 13.8% inc VAT	15% 18% inc VAT
Set up & Check In*	£200.00 inc VAT	£65.00 inc VAT	£65.00 inc VAT
Inventory	£150.00 inc	N/A	N/A
In House Referencing*	✓	✓	✓
Credit Check (per tenant)	✓	£25.00	£25.00
Registration of Security Deposit	✓	✓	✓
Fixed Term Tenancy Renewal	£50.00	£75.00	✓
Check Out*	£150.00	✓	✓
Property Inspections	£65.00 per visit	2 per annum	4 per annum
Vacant Property Visits (per visit)	£60.00	£65.00	✓
Room Inspection on request (per visit)	N/A	£45.00	£45.00
Deposit Negotiations	£65.00	£65.00	£65.00
Rent and Legal Protection	From £250.00	From £250.00	From £250.00
End of Management file & keys prep	£100.00	£100.00	£100.00
End of year Landlord accounts	£65.00	£65.00	✓
<b>Safety Certificates</b>			
Gas Safety (Annually)	£80.00	£80.00	£80.00
Legionnaires Risk Assessment (Annually)	£50.00	£50.00	✓
Gas Safety Inc Boiler Service (Annually)	£145.00	£145.00	£145.00
Fire Risk Assessment (Annually)	£150.00	£150.00	£150.00
EPC Certification (Valid 10 Yrs.)	£100.00	£100.00	£10.00
Electrical Installation Safety Check (Valid 5 Yrs.)	From £150.00	From £150.00	From £150.00
HHSRS Risk assessment	£175.00	£150.00	£100.00
Floorplans	N/A	£150.00	£150.00
Emergency exit floorplan	N/A	£175.00	£175.00
Emergency Lighting	£85.00	£85.00	£85.00
Fire Alarm Panel Test	£85.00	£85.00	£85.00
Co2 Alarm (Supply and fit)	£65.00	£65.00	£65.00
X2 Fire Alarms (Supply and fit) <i>single let only</i>	£65.00	£65.00	£65.00
PAT test	£85.00	£85.00	£85.00
Rent Increase	£25.00	£10.00 per Tenant	✓
<b>Property Maintenance</b>			
Out of hours Maintenance Callout Service	£150.00	£150.00	£150.00
Maintenance Callout Charge	£65.00	£65.00	£65.00
Arrange additional contractor Quotes	£30.00	£30.00	✓
Landlord Own Contractor - Compliance Check	£45.00	£45.00	£45.00
Providing access for Contractors (per hour)	£45.00	£45.00	£45.00
Delivery of Items	From £20.00	From £20.00	From £20.00
Key Cutting Fee	From £5.00	From £5.00	From £5.00
Replacement Mattress Protector	From £25.00	From £25.00	From £25.00
Top Up Pre Payment-Meter	From £25.00	From £25.00	From £25.00
Meter Readings	N/A	£45.00	✓
Communal Clean	N/A	£30.00	£30.00
Room clean		£30.00	£30.00
<b>Legal</b>			
Accompanying Bailiff (per hour)	N/A	£65.00	£65.00

Attendance Court Tribunal (per hour)	N/A	£65.00	£65.00
Serve Abandonment Notice (on instruction)	£75.00	£45.00	✓
Issuing Section 21 Notice (on instruction)	£75.00	£45.00	✓
Issuing Section 13 Notice (on instruction)	£50.00	£45.00	✓
Issuing Section 8 Notice (on instruction)	£75.00	£45.00	✓
Statutory Declaration for Deposit	£65.00	£65.00	£30.00
Eviction Service	£1452.00	£1452.00	£1452.00
Bailiff Instruction	£150.00	£150.00	£150.00
HMO & Council			
HMO Council Compliance Visit (per hour)	N/A	£65.00	£65.00
HMO visit at Landlords request (per hour)	N/A	£65.00	£65.00
HMO Fire Alarm Test (per visit)	N/A	2 per annum	✓
HMO Fire Alarm per request (per visit)	N/A	£65.00	✓
HMO Applications	N/A	£358.00 inc VAT	£358.00 inc VAT
Services			
BTL Advisory	£499.00	£499.00	N/A
Property Sourcing	On request	On request	N/A
Property Refurbishment	On request	On request	N/A

\* All fees are exclusive of VAT