

**Fully Managed**

Initial Letting Fee – 50% + VAT Of Monthly Rent (Subject To A Minimum of £450.00 + VAT = £540.00) Monthly Management Fee – 10% + VAT of the Rental Income

Legal Anti-Money Laundering Checks - £20.00 + VAT = £24.00 per person. £50.00 + VAT = £60.00 per company.

Property Inventory – Included In The Managed Service

**Let Only**

Initial Letting Fee - 50% + VAT Of Monthly Rent (Subject To A Minimum of £450.00 + VAT = £540.00)  
Section 13 Rent Review Notice - £150.00 + VAT = £180.00

Bespoke Property Inventory With Full Photographs – According To Fee Scale

Legal Anti-Money Laundering Checks - £20.00 + VAT per person. £50.00 + VAT per company.

**Additional Services**

Section 13 Rent Review Notice - £150.00 + VAT = £180.00

Section 8 Notice – Legal notices may be prepared and served by solicitors or other suitably qualified professionals:

- Rent Arrears Grounds £200 + VAT (£240 incl VAT)
- Grounds 1 & 1A £350 + VAT (£420 incl VAT)
- Other Grounds (not included above) £500 + VAT (£600 incl VAT)

Rent & Legal Insurance - Dependant on monthly rent

Smoke Alarm/Carbon Monoxide Detector - By Invoice from Contractor

Energy Performance Certificate - £90.00 + VAT (£108.00 incl VAT)

Safety Check ie CP12/EICR - By Invoice from Contractor

Sales Fee for sale to tenant - 1% incl VAT (0.83% excl VAT) subject to a minimum fee of £1,500 inc VAT (£1250 excl VAT)

**Inventory & Schedule of Condition**

- 1 - 2 beds £125 + VAT (£150 incl VAT)
- 3 - 4 beds £150 + VAT (£180 incl VAT)
- 5 - 6 beds £175 + VAT (£210 incl VAT)
- 7 beds plus Price on application

Annual rent review, provision of market evidence, carry out Landlord/Tenant negotiations, and where applicable serve S13 Notice - £150 + VAT (£180 incl VAT)

Key copying (NB Landlord required to provide 3 full sets) - Cost of key copying, plus £20 + VAT (£24 incl VAT)

Requested alterations to standard Tenancy Agreement - £41.67 + VAT (£50 incl VAT) per draft

Routine property inspections - £60 + VAT (£72 incl VAT)

Empty property visits as instructed - £60 + VAT (£72 incl VAT)

Assisting with and/or servicing of other statutory notices - £150 + VAT (£180 incl VAT)

Court or tribunal preparation administration - £65 + VAT per hour (£78 incl VAT per hour)

Court or tribunal attendance - £65 + VAT per hour (£78 incl VAT per hour)

Bailiff appointment attendance - £65 + VAT per hour (£78 incl VAT per hour)

Change of ownership administration - £125 + VAT (£150 incl VAT)

Management takeover compliance check - £200 + VAT (£240 incl VAT)

Aborted Tenancy (should Landlord withdraw after Tenant references have been completed and are satisfactory) - An amount in proportion to what has been performed prior to Landlord's cancellation in writing

Property refurbishment/improvement project management - By separate negotiation

Processing Statutory Declaration incl solicitor witness as required for Deposit refunds if applicable - By invoice from Solicitor

Additional Services not listed - Hourly rate

- Standard rate £65 & VAT (£78 incl) per hour
- Manager rate £150 & VAT (£180 incl) per hour