

Fees and Charges inclusive of VAT	All fees	Managed	Rent On Time	Let Only	Part Managed
Initial Setting Up Fee Market appraisal, marketing and advertising, accompanied viewings, negotiating with prospective contract holders, referencing of contract holders, ensuring compliance with all the necessary legislation, producing the Standard Occupation Contract, issuing the relevant Prescribed Notices, and collection of the first month's rent and deposit.		50% + VAT (60% inc. VAT) of the first month's rent	50% + VAT (60% inc. VAT) of the first month's rent	75% + VAT (90% inc. VAT) of the first month's rent	50% + VAT (60% inc. VAT) of the first month's rent
Deposit A one-off fee for collecting, protecting and registering the deposit with the Deposit Protection Scheme (DPS) within the legal timescale of 30 days, and issuing a deposit certificate to the relevant contract holders.		£20 + VAT (£24.00 inc. VAT)	£20 + VAT (£24.00 inc. VAT)	£20 + VAT (£24.00 inc. VAT)	£20 + VAT (£24.00 inc. VAT)
Fully Managed Service (percentage of monthly rental) (**promotion values may vary) Dealing with property maintenance, ensuring compliance with Fitness for Human Habitation and Repair Obligations and all relevant legislation, carrying out mid term property inspections, service of Prescribed Notices, rent collection, chasing arrears, taking meter readings and notifying the utility companies, dealing with any enquires relating to the tenancy.		10% + VAT (12% inc. VAT)	13% + VAT (15.6% inc. VAT)	N/A	5% + VAT (6% inc. VAT)
Responding on your behalf to your tenant(s) deposit dispute		Free	Free	N/A	Free
Other Charges					
Energy Performance Certificate (EPC) – valid for 10 years.		£70 + VAT (£84.00 inc. VAT)	£70 + VAT (£84.00 inc. VAT)	£70 + VAT (£84.00 inc. VAT)	£70 + VAT (£84.00 inc. VAT)
Preparation of professional inventory. Studio/1/2 bedrooms 3/4 bedrooms		£80 + VAT (£96.00 inc. VAT) £100 + VAT (£120.00 inc. VAT)	£80 + VAT (£96.00 inc. VAT) £100 + VAT (£120.00 inc. VAT)	£80 + VAT (£96.00 inc. VAT) £100 + VAT (£120.00 inc. VAT)	£80 + VAT (£96.00 inc. VAT) £100 + VAT (£120.00 inc. VAT)

Renewal/Extension of Tenancy				
Renewal/extension of fixed term Tenancy Agreement	£60 + VAT (£72.00 inc. VAT)	£60 + VAT (£72.00 inc. VAT)	£60 + VAT (£72.00 inc. VAT)	£60 + VAT (£72.00 inc. VAT)
General Charges				
Duplicate copy statements (per copy).	Free	Free	N/A	Free
Annual statement of income and expenditure.	Free	Free	N/A	Free
Attendance at Court/Tribunal (charged per day).	Free	Free	N/A	N/A
Additional property visits (outside of mid-term inspections).	Free	Free	N/A	N/A
Responding to Ombudsman disputes.	Free	Free	N/A	N/A
Property visits arranged by the Landlord's appointed contractor(s).	Free	Free	N/A	N/A
Key cutting administration charge.	£15 + VAT (£18.00 inc. VAT)	£15 + VAT (£18.00 inc. VAT)	N/A	N/A
Conducting a thorough final inspection of the property at the end of the Tenancy.	Free	Free	N/A	N/A
Before a Tenancy Commences If you cancel after we have introduced a ready, willing and able tenant, you will be liable for: • The applicable Let Only Service Fee. • Any third-party costs incurred on your behalf (including compliance certificates, inventory, referencing and other authorised expenses).				
During an Active Tenancy If you end our management service during a tenancy, you will be liable for: • The applicable Let Only Service Fee. • Any third-party costs incurred. • A reasonable management fee for services provided up to the date of termination.				