

Item	Letting and Full Management Service	Letting Service (Only) All charges payable in advance.
Tenancy Set-Up Fee	50% of first month's rent	One month's rent + VAT
Tenancy Management Fee	10 % plus vat	N/A
Deposit Collection & Protection Fee	Included	£72 inc VAT
Tenancy Check-Out Fee	Included	£120 inc VAT
Preparation Of Inventory-by-Inventory Clerk	£126 inc VAT	£126 inc VAT
Tenancy Renewal Fee	£120 inc VAT	£150 inc VAT
Energy Performance Certificate	£90 inc VAT	£90 inc VAT
Gas Safety Certificate	£90 inc VAT	£90 inc VAT
Gas Safety Certificate and Boiler Service	£145 inc VAT	£145 inc VAT
Electrical Inspection Condition Report	£202 inc VAT	£202 inc VAT
Portable Appliance Testing	£90 inc VAT	£90 inc VAT
Legionella Risk Assessment & Water Sample	£108 inc VAT	£108 inc VAT
Carbon Monoxide Alarm	£40 inc VAT	£40 inc VAT
Smoke Alarm	£40 inc VAT	£40 inc VAT
Fire Alarm Service	£114 inc VAT	£114 inc VAT
Emergency Lighting	£90 inc vat	£90 inc VAT
Sprinkler Service	£90 inc VAT	£90 inc VAT
Completion Of Landlord Licensing Applications	£350	£350
Preparation Of Floor Plan	£72 inc VAT	£72 inc VAT
Withdrawal From An Agreed Offer Prior To Tenancy Agreement Commencing	£210 in VAT	50% Of Set Up Fee + VAT (£225 + vat)
Tax Retention For Non Resident Landlord (Per Quarter)	Included	N/A
Hourly Rate For Services Outside of Contractual Terms of Business	£36 inc VAT	£36 inc VAT
Preparation Of Documentation For Court Proceedings Or DPS Adjudication	£36 inc VAT (Per Hour)	£36 inc VAT (Per Hour)
Preparation Of Documentation For DPS Adjudication (If We Hold The Tenancy Deposit)	Included	£120 inc VAT (Per Hour)
Duplicate Statements Provided To The Landlord Or His Accountant (For The Statements Covering All Or Part Of The Tax Year)	£72 inc VAT	£72 inc VAT
Termination of the Management Service	£360 inc VAT	N/A
Termination of the Management Service whilst Tenant is still in situ	£360 inc VAT	N/A
Prepare and serve Section 8, 13 and 21 notices	£72.00 inc VAT	£150.00 inc VAT
360 Virtual Tour	£120.00 plus VAT	£120.00 plus VAT
Student Application Fees	£90.00 inc VAT per tenant, chargeable after the tenants have signed the AST	N/A
Fire extinguisher service	£134 inc vat for up to 5 then an additional £15 per extinguisher	£134 inc vat for up to 5 then an additional £15 per extinguisher
Statutory Declaration	£30.00 inc vat	£30.00 inc vat