

14. Fee Scheduled

	ESSENTIAL SERVICE	VIP SERVICE
Licensable HMO (2-10 sharers)	14% inc VAT	18% inc VAT
Dedicated Tenancy Manager	Not Included	Included
Annual Property Review inc Report	Not Included	Included
New Tenancy Set-Up Fee (Joint Tenancy)	£300 inc VAT	Included
New Tenancy Set-Up Fee (Room by Room)	£150 inc vat Per Room	Included
Landlord ID, AML and Ownership Checks	£20 inc VAT	Included
Referencing, Right to Rent Check & AML Sanction Checks (legal requirement)	£26 per tenant including guarantor inc VAT	£26 per tenant including guarantor inc VAT
Rent Protection Policy	Price on Enquiry	Price on Enquiry
Renewal Tenancy Agreement	£150 inc VAT	Included
Inventory & Scheduled of Condition	£150 inc VAT per room £175 inc VAT = 2 bedroom £185 inc VAT = 3 bedroom £200 inc VAT = 4 bedroom £225 inc VAT = 5 bedroom £250 inc VAT = 6 bedroom £275 inc VAT = 7+ bedroom	Included
Check Out Inspection & Condition Report	£100 inc VAT per room £150 inc VAT = 2 bedroom £165 inc VAT = 3 bedroom £175 inc VAT = 4 bedroom £195 inc VAT = 5 bedroom £225 inc VAT = 6 bedroom £250 inc VAT = 7+ bedroom	£100 inc VAT per room £150 inc VAT = 2 bedroom £165 inc VAT = 3 bedroom £175 inc VAT = 4 bedroom £195 inc VAT = 5 bedroom £225 inc VAT = 6 bedroom £250 inc VAT = 7+ bedroom
Licensed HMO Monthly Inspections	£80 inc VAT	Included
Periodic Property Inspection	£100 inc VAT	Included
Council accompanied Visits	£150 inc VAT	£150 inc VAT
Ad hoc Property Inspection	£100 inc VAT	£100 inc VAT
Weekly Fire Panel Testing	From £20 inc VAT per week payable monthly	From £20 inc VAT per week payable monthly.
Serving Section 21 Notices	£100 inc VAT	Included

Serving Section 8 Notices	£250 inc VAT	£250 inc VAT
Serving Section 13 Notices	£100 inc VAT	£100 inc VAT
Servicing Other Legal Notices	£100 inc VAT	£100 inc VAT
Court Attendance	£250 inc VAT	£250 inc VAT
Bailiff Attendance Visit	£250 inc VAT	£250 inc VAT
Deposit Protection Registration Fee	£50 inc VAT yearly	Included
Overseas Landlord NRL1 Management	£40 inc VAT per quarter	£40 inc VAT per quarter
Damp & Mould Report Visit	£100 inc VAT	£100 inc VAT
Pre-Check Out Report	£80 inc VAT	£80 inc VAT
HMO License Application Service	£450 inc VAT	£450 inc VAT
HMO Consultation Report	£300 inc VAT	£300 inc VAT
Out of Hours Property Attendance	£100 inc VAT for the first hour	£100 inc VAT for the first hour
EPC Exemption Application Service	£450 inc VAT	£450 inc VAT
Land Registry & Landlord ID Verification (AML)	£30 inc VAT	£30 inc VAT
End of Year or Quarterly Statements	£50 inc VAT	Included
Posting Paper Copy Statements	£20 inc VAT	£20 inc VAT
Legionella Risk Assessment	From £80 inc VAT	From £80 inc VAT
Energy Performance Certificate	From £120 inc VAT	From £120 inc VAT
Floor Plan	£40 inc VAT	£40 inc VAT
Staff Hourly Rates for work outside of Tenancy Management	Staff = £60 inc VAT per hour Manager = £120 inc VAT per hour Director = £250 inc VAT per hour	Staff = £60 inc VAT per hour Manager = £120 inc VAT per hour Director = £250 inc VAT per hour
Key Cutting	From £35 inc VAT	From £35 inc VAT
Equipment Loan	From £60 inc VAT per week	From £60 inc VAT per week
Providing Copy Documentation	From £60 inc VAT	From £60 inc VAT
Off Market Sales Service	2% Inc VAT chargeable to purchaser	2% Inc VAT chargeable to purchaser

Buy to Let Advisory Service	£250 inc VAT One to One Advice	£250 inc VAT One to One Advice
Project Management	10% inc VAT of total works minimum fee of £350 inc VAT	10% inc VAT of total works minimum fee of £350 inc VAT
Landlord Rescue Service	£300 inc VAT initial advice Price depending on issues resolved	£300 inc VAT initial advice Price depending on issues resolved
Enhanced Marketing	£150 inc VAT 360° video tour From £150 inc VAT professional photos	£150 inc VAT 360° video tour From £150 inc VAT professional photos
Tenants Purchasing the Property	1% inc VAT charged to seller	1% inc VAT charged to seller
Refurbishment Service	10% inc VAT of total works minimum fee of £300 inc VAT	10% inc VAT of total works minimum fee of £300 inc VAT
Furnishing Service	10% inc VAT of total works minimum fee of £300 inc VAT	10% inc VAT of total works minimum fee of £300 inc VAT
Empty Property Management	£80 inc VAT per visit plus £200 to be held in property float	£80 inc VAT per visit plus £200 to be held in property float
Landlord Withdrawal from Offer	Expenses incurred a minimum fee of £300 inc VAT	£80 inc VAT per visit plus £200 to be held in property float
Cancellation Fee (inc Selling of Property)	2 months' notice plus one month's rent inc VAT after 12 months of management	2 months' notice plus one month's rent inc VAT after 12 months of management
Preparation For Certificate of Lawfulness	From £150 inc VAT plus legal costs	From £150 inc VAT plus legal costs
Utility Management	Hourly Rate	Hourly Rate