

<b>Landlord Service</b>	<b>Fee Payable</b>
Let Only-Introduction Service	9.6% Inc VAT (8% +VAT) Short Let 14.4% Inc VAT (12% +VAT)
Let Only + Rent Collect	12% Inc VAT (10% +VAT) Short Let 16.8% (14% +VAT)
Full Management	14.4% Inc VAT (12% +VAT) Short Let 21.6% (18% +VAT)
Platinum Service	18% Inc VAT (15% +VAT)
Tenancy agreement	£294 Inc VAT (£245 +VAT)
Renewal Tenancy Agreement	£120 Inc VAT (£100 +VAT)
Use of own Lease	£30 Inc VAT (£25 +VAT)
Transfer of Utilities	£54 Inc VAT (£45 +VAT)
Check- In (per visit to property)	Price dependant on size of property
Inventory Compilation	Price dependant on size of property
Check out	Price dependant on size of property
Reconciling Dilapidations	£144 Inc VAT (£120 +VAT) ) for initial response, then £72 Inc VAT (£60 +VAT) per hour
EPC	Price dependant on size of property
Gas Safe Certificate	£116.40 Inc VAT (£97 +VAT) for 2 appliances, £30 Inc VAT (£25 +VAT) per additional appliance
Gas Safe and Boiler Service	£198 Inc VAT (£165 +VAT) for 2 appliances, £30 Inc VAT (£25 +VAT) per additional appliance
Property Inspection (per visit)	£114 Inc VAT (£95 +VAT), Included in FM & Platinum
Insurance Claim Handling	A sum equivalent to 15% Inc VAT (12.5% +VAT), minimum fee of £120 Inc VAT (£100 +VAT)
Overseas Landlord fee (charged quarterly)	£60 Inc VAT (£50 +VAT)
Issuing Section 21 and 13 Notices	£120 Inc VAT (£100 +VAT), Included in FM & Platinum
Applying for Consents (Superior Landlord and/or Mortgages)	£150 Inc VAT (£125 +VAT)
Tenant's Deposit Registration	£42 Inc VAT (£35 +VAT)

<b>Tenant Information- Including Tenant Fees</b>	<b>Actual Costs</b>
Agency Fee for Companies – Corporate Leases/ Short Lets	£294 Inc Vat (£245 +VAT)
Holding Deposit	One week's rent to reserve a property- refundable unless: the applicant withdraws, fails a Right-to-Rent, provides materially false or misleading information, or fails to sign their tenancy agreement within 7 working days of receipt.
Security Deposit (Per tenancy. Rent under £50,000 per year).	5 Weeks rent, payable upon acceptance.
Security Deposit (Per Tenancy. Rent of £50,000 or over per year)	6 Weeks rent, payable upon acceptance.
First month's rent	To be received minimum 5 working days prior to occupation/ commencement of tenancy- must be cleared funds
Late payment of Rent and Interest	£42 Inc VAT (£35 +VAT) after 14 days from due date. Interest at 3% above the Bank of England base rate.
Early Release Fee	£600 Inc VAT (£500 +VAT) remarketing fee, Plus landlord out of pocket fees. Including but not limited to: <ul style="list-style-type: none"> <li>• Tenancy set up £294 Inc VAT</li> <li>• Check out- dependant on property size</li> <li>• Check In- dependant on property size</li> <li>• Inventory- dependant on property size</li> <li>• Deposit protection Charge- £42 Inc VAT (£35 +VAT)</li> </ul>
Amendments to the Tenancy Agreement	£49.80 Inc VAT (£41.50 +VAT)
Ref request upon leaving property	£49.80 Inc VAT (£41.50 +VAT)