



## RESIDENTIAL LETTINGS & MANAGEMENT

### FEE STRUCTURE

SERVICE	FULL MANAGEMENT	LETTING ONLY	LETTING & RENT COLLECTION
<b>Management Fee</b> % of the monthly rent	<b>14% + VAT</b> (16.8% inc. VAT)	N/A	<b>5% + VAT</b> (6% inc. VAT)
<b>Set Up Fee</b> Charged at the start of each new tenancy to include: <i>Marketing, Legal Compliance, Tenant Referencing, Tenancy Agreements, Deposit Protection, Check In, Utility Accounts Changes</i>	<b>£400 + VAT</b> (£480 inc. VAT)	<b>100% of one month's rent + VAT</b> (120% inc. VAT)	
<b>Inventory &amp; Schedule of Condition</b> By a third-party professional inventory clerk (subject to changes)	<b>1 Bed £90 + VAT</b> (£108 inc. VAT), <b>2 Bed £95 + VAT</b> (£114 inc. VAT), <b>3 Bed £115 + VAT</b> (£138 inc. VAT), <b>4 Bed £130 + VAT</b> (£156 inc. VAT), <b>5 Bed £145 + VAT</b> (£174 inc. VAT), <b>Rent +£2,000 10% of monthly rent + VAT</b> (120% inc. VAT)		
<b>Check Out Report</b> By a third-party professional inventory clerk (subject to changes)	<b>1 Bed £75 + VAT</b> (£90 inc. VAT), <b>2 Bed £80 + VAT</b> (£96 inc. VAT), <b>3 Bed £90 + VAT</b> (£108 inc. VAT), <b>4 Bed £100 + VAT</b> (£120 inc. VAT), <b>5 Bed £110 + VAT</b> (£132.00 inc. VAT) <b>Rent +£2,000 7.5% of monthly rent + VAT</b> (120 inc.)		
<b>Check Out Administration Fee:</b>	<b>£90 plus VAT</b> (£108 inc. VAT)		
<b>Tenancy Renewals &amp; Service of Notices</b> (e.g. Section 8 or Section 21 and Rent Increases)	<b>£75 + VAT</b> (£90 inc. VAT)		
<b>Additional Services</b> (For services not included in Ts&Cs)	<b>£150 per hour + VAT</b> (£180 inc. VAT)		
<b>Administering HMRC requirements for Non-Resident Landlords</b>	<b>£150 per annum + VAT</b> (£180 inc. VAT)		
<b>Improvement Works Management</b> For overseeing and administering works costing in excess of £2,000	<b>10% + VAT</b> (12% inc. VAT) of the total costs of the works		