



LETTINGS, PROPERTY & TENANCY MANAGEMENT SERVICE LIST (INCLUDING VAT)

Included in service	Let Only	Let, Rent Collection & Legal Compliance	Standard Fully Managed	VIP Exclusive Managed	HMO Managed
Market property on all major portals, website and social media	YES	YES	YES	YES	YES
Photographs	YES	YES	YES	YES	YES
Viewings	YES	YES	YES	YES	YES
Tenancy negotiation	YES	YES	YES	YES	YES
Application and references	YES	YES	YES	YES	YES
Right to rent checks & money laundering compliance	YES	YES	YES	YES	YES
Legal compliance (serving Deregulation Act 2015 paperwork , EPC, Gas Safety etc.)	YES	YES	YES	YES	YES
Prepare tenancy agreement & arrange for signing, negotiate terms	YES	YES	YES	YES	YES
Register tenant's deposit		YES	YES	YES	YES
Rent review prior to renewal		YES	YES	YES	YES
Collect rent		YES	YES	YES	YES
Handling planned and unplanned maintenance, emergencies			YES	YES	YES
Floorplan			YES	YES	YES
Tenancy management (managing maintenance during tenancy)			YES	YES	YES
24/7 emergency line			YES	YES	YES
Ending tenancy when Landlord requires possession (section 21)			YES	YES	YES
Registering and deregistering utilities for the tenants and landlords			YES	YES	
Interim inspections with a full photographic report included per annum			1x YES	2x YES	2X YES
Check in				YES	YES
Check out				YES	YES
Legal protection (protected rent insurance + legal cost cover)				YES	

Representing Landlord at Court during eviction (in case tenant needs to be evicted)				YES	
Post forwarding				YES	
Organising cleaning, dealing with council (HMO only)					YES
MONTHLY MANAGEMENT COST (including VAT)		9.6%	12%	15%	18%
TENANCY SET UP FEE (INCL.VAT) - charged on first month rent	75% of first month rent (but minimum £600)	£ 600.00	£ 600.00	£ 600.00	£ 300.00

Additional Services

Tenancy Renewal	£ 120.00					
Legal Protection (protected rent insurance + eviction legal cost cover)	£ 25.00	per month (let only payable for the full rental period upfront)				
EPC		POA				
Inventory						
Property Type		1 Bed/studio	2 Bed	3 Bed	4 Bed	5 Bed
Unfurnished		£120.00	£135.00	£150.00	£165.00	£180.00
Furnished or HMO brand new inventory		£135.00	£150.00	£165.00	£180.00	£195.00
HMO furnished - room + communal retake		£50.00				
Fire safety training		£42.00				
Interim Inspection	£ 75.00					
Check in	£ 99.00					
Check out - unfurnished property	£ 119.00					
Check out - furnished property	£ 139.00					

