

Cost Included in Chosen Service Level	Premium Management: 21% (Incl. VAT)	Full Management: 18% (Incl. VAT)	Rent Management: 14.4% (Incl. VAT)
Market Appraisal & Advice	✓	✓	✓
Full Marketing	✓	✓	✓
Professional Floor Plan	✓	✓	✓
Accompanied Viewings	✓	✓	✓
ARLA Qualified Staff	✓	✓	✓
Buy-to-Let Advice	✓	✓	✓
Client Money Protection	✓	✓	✓
Demand, Receive & Dispatch Rent	✓	✓	✓
Organise & Oversee Day-to-Day Repairs	✓	✓	
Quotes for Improvement Works	✓	✓	
Instruct Vetted & Insured Contractors	✓	✓	
Property Management Visits	✓	✓	
Negotiate Deposit Return	✓	✓	
Insurance Claim	✓	✓	
End-of-Tenancy Management	✓	✓	
Court Attendance	✓	✓	
Serving of Notice	✓	✓	
Energy Performance Certificate (EPC)	✓	✓	
Annual Gas Safety Certificate	✓	✓	
Deposit Registration	✓	✓*	
Portable Appliance Test	✓	✓	
Inventory Make	✓	✓	
Attend Check-In & Check-Out	✓	✓	
Legionella Risk Assessment	✓	✓	
Tenancy Set-Up Admin	✓	✓*	
Tenancy Renewal Admin	✓	✓*	
NRL Tax Statements to HMRC	✓	✓	
Organise Refurbishment Work	✓	12% of Net Cost	
12-Month Rent Recovery & Protection	✓	Policy Cost and £60 Admin Fee	Policy Cost and £60 Admin Fee

*Fees Apply as detailed below.

Pre-Tenancy & Start-of-Tenancy Fees		During-Tenancy Fees		End-of-Tenancy Fees	
Tenancy Set-Up Admin	£420	Mid-Term Rent Review	£120	Attended Check-Out	From £168 to 264
EPC	£138	Additional Property Visits	£96 Per Visit	Fees for Service of Legal Section 21 Notice	£120 Per Notice
Portable Appliance Test	From £90	Right-to-Rent Follow-Up Check	£180 Per Check /Included in Managed Service	Professional Cleaning	From £185
CO Alarm Installation & Test	£72 Per Alarm	Annual Statement of Account	£30	Tenancy Dispute Fee	N/A
Deposit Registration	£60	Tenancy Renewal Admin	£240	Court Attendance Fees	£180 Per Hour
Attended Check-In	From £168 to £264	NRL Tax Statements to HMRC	£180 Per Quarter		
Referencing	£60 per Tenant, Occupant or Guarantor.	Landlord Withdrawal Fees (During Tenancy)	N/A		
Gas Safety Certificate	£102	Electrical Installation Condition Report	From £216		
Legionella Risk Assessment	£132				
Inventory Make	From £180 to £286				
Landlord Withdrawal Fees (Before Move-In)	£900				

There are several costs that may apply, either at the start of your first tenancy or periodically throughout the time your property is being let.

We can arrange these on your behalf, at the prices listed above (inclusive of VAT where applicable).

Our administration fee for tenancy set-up covers all tenant referencing, legal agreements, and the organisation of any pre-tenancy works.

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If you currently have a sole agency agreement with another estate agent then as the seller you may be liable to pay an additional fee.

