

Let Only	Full Management	Property Setup
£ per	£ per	£ per
Commission - N/A	Commission - TBA%	Commission - N/A
Tenant find - £150.00	Tenant find - £300.00	Tenant find - £400.00
Full advertising - Included	Full advertising - Included	Full advertising - Included
Initial property check - Included	Initial property check - Included	Initial property check - Included
Advice on Local Market & Property Law - Included	Advice on Local Market & Property Law - Included	Advice on Local Market & Property Law - Included
Viewings - Included	Viewings - Included	Viewings - Included
Tenant Information collecting & Reference - Included	Tenant Information collecting & Reference - Included	Tenant Information collecting & Reference - Included
Guarantor Check - Included	Guarantor Check - Included	Guarantor Check - Included

Floor Plan - £40.00	Floor Plan - £10.00	Floor Plan - £30.00
Full Property Video inspection (GoPro) - £80.00	Full Property Video inspection (GoPro) - £50.00	Full Property Video inspection (GoPro) - £70.00
Rent Collection - N/A	Rent Collection - Included	Rent Collection - N/A
Notification to utilities of incoming tenant - £20.00	Notification to utilities of incoming tenant - Included	Notification to utilities of incoming tenant - £10.00
Out of Hours repair Contact - £100 annually (Min Callout of £60 +VAT)	Out of Hours repair Contact - Included (callout fee applies, min fee £60 +VAT)	Out of Hours repair Contact - £100 annually (Min Callout of £75 +VAT)
Universal Credit & Housing benefit liaison - N/A	Universal Credit & Housing benefit liaison - Included	Universal Credit & Housing benefit liaison - £50.00
Arrears Collection - N/A	Arrears Collection - Included	Arrears Collection - 20% of arrears collected
Register & Hold deposit - £50.00	Register & Hold deposit - Included	Register & Hold deposit - £40.00
Contract renewals - £80.00	Contract renewals - Included	Contract renewals - £65.00
Month Property Inspection (6 monthly) - £60.00	Month Property Inspection (6 monthly) - Included	Month Property Inspection (6 monthly) - £40.00
Additional property Inspections - £60.00	Additional property Inspection - £20.00/inspection	Additional property Inspections - £40.00

## Additional Services

Communal cleaning	POA
Issue new tenancy to existing tenant	£60.00
Service Charge Management (Block Management, Budget profiling, annual income, expenditure summary & Freehold liaison)	Bespoke Pricing
Property Insurance Management	£20.00 (Per Prop)
Provide insurer all relevant information about your property, and keep this info updated	
Selective licensing application form or HMO application form	£480.00
Liaising with relevant licensing team and keeping landlord informed during inspections and work required.	
Key cutting	£10 per Key

Property Sourcing service – Based on desired return on investment & type of property required.

2% of purchase price  
(Payable on completion, minimum £1000)

Commercial Lease Negotiation

10% of first years rent  
(minimum charge £500)

## Legal Work

Serving notice under section 8

£90.00

Mandatory grounds

Service Notice Under Section 21

£90.00

Form 6A – discretionary grounds

Attendance to Court following S21 or S8

£225.00

Bailiff liaison & lock change

£100.00

Assuming 1 lock

All further legal work

POA

Completed by MSB Solicitors

Commercial Lease Negotiation

10% of agreed annual rent

## Maintenance & Construction

NOTE: All items in this section are carried out by our sister company Keystone Building Contractors Ltd and are subject to VAT

Property Maintenance & Construction

£55.00 +VAT Callout (£55 Per hour after)

Experienced & Qualified in joinery, plumbing, drainage, electrical , decoration, damp proofing, K-Rend Qualified & all overseen by our RICS approved site manager

Property Clearance

£1000.00 +VAT (Per full skip removed)

Measured in skips, skip to be provided and filled by our contractor

## Safety Checks

NOTE: All items in this section are carried out by our sister company Keystone Building Contractors Ltd and are subject to VAT

Gas safety inspection	£99.00 +VAT
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Legally required.

Boiler service	£70.00 +VAT
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Replace minor parts and internal clean (optional)

Gas safety Inspection & Boiler service Combined	£140.00 +VAT
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EICR 5YR (Electrical inspection condition report)	£150.00 +VAT (6 way board)
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Legally required on new lettings

Consumer unit replacement (6 way board)	£450.00 +VAT
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Energy performance certificate	£70.00 +VAT
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Legally required

Annual fire alarm testing	£200.00 +VAT
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Required for HMO's and certain communal areas

Annual emergency lighting testing	£100.00 +VAT
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Required for HMO's and certain communal areas

Monthly fire alarm check	£25.00 +VAT per property per month
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Required for HMO's and certain communal areas

PAT Testing	£12.00 +VAT per item.
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Based on a minimum number of 5 items