

NON MANAGED

FULLY MANAGED

PACKAGES	TENANT FIND ONLY	FULLY MANAGED PACKAGE (10% of monthly rent)	ALL INCLUSIVE PLATINUM PACKAGE (12% of monthly rent)
	(75% of first months rent)		
Market appraisal		/	/
Provide guidance on compliance and arrange where necessary (fees for compliance certificates will apply)	/	1	/
Advise on improvements to property	/	1	1
To let board erected outside of the property	1	1	
Professional photography, floorplans, virtual tour	/	/	/
Market the property online (Rightmove, Zoopla, On The Market, Social Media and our website)	/	/	/
Accompanied viewings	/	1	/
ind suitable tenants	/	/	/
acilitate comprehensive referencing checks	/	/	1
rrange pre-tenancy cleaning	✓ ·	/	/
iompile tenancy agreement	/	/	/
dvise on non-residential tax status and HMRC (if relevant)	✓ ·	/	/
ollect first months rent and deposit	✓ ·	✓	✓
egister deposit with tenancy deposit protection scheme	/	✓	✓
educt pre-tenancy invoices from rent	✓	✓	✓
educt invoices during tenancy and pay contractors	×	√	✓
emand, collect and remit monthly rent	×	/	1
ırsue non-payment of rent and provide advice on rent arrears	×	✓	✓
uarterly Inspections with maintenance advice and reports	×	/	✓
ovide tenants with an emergency out of hours phoneline	×	✓	✓
rrange necessary repairs/maintenance and instruct approved contractors with landlords approval on quotes	×	1	/
old keys throughout tenancy	×	✓	✓
nsure compliance is kept up to date throughout the tenancy	×	1	✓
onduct inventory	£150 - £250 (bedroom dependent)	£100-£200(bedroom dependent)	✓
onduct final inspection	£150 - £250 (bedroom dependent)	£100-£200 (bedroom dependent)	/
rganising additional sets of keys	£25	✓ ×	/
st tenancy dilapidations reporting and negotiations with the tenant/s	£100	✓	/
erving section 21 notice	£100	✓	/
nnual rent review + serving section 13 notice	£100	✓	✓
rving section 8 notice	£100	✓	/
nancy setup fee	N/A	£250	✓
ddendums to tenancy agreement during tenancy	×	£35	1
ent protection insurance (Subject to change)	×	£29 per month	£29 per month
nnual tax statement for tax return	£25	✓	✓
nitial arrangement fee	N/A	N/A	£175
All prices exclude VAT			
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