

STEP 1: Service Level

Choose the Service you Require	☐ Fully Managed	☐ Part Managed	☐ Tenant Find
Contract Set Up Fee	1 Month's Rent Capped at £350 (Inc VAT)	1 Month's Rent Capped at £350 (Inc VAT)	1 Month's Rent Capped at £495 (Inc VAT)
Monthly Commission	10% plus VAT (12% inc VAT)	8% plus VAT (9.6% Inc VAT)	N/A

STEP 2: Referencing Level

Choose the Referencing Level you Require	☐ Illuminate £250 (Inc VAT)	☐ Assure £195 (Inc VAT)	☐ Vision £150 (Inc VAT)
Available on Fully Managed, Part Managed and Tenant Find Services	Application Assessment (Obtaining a completed application)	Application Assessment (Obtaining a completed application)	Application Assessment (Obtaining a completed application)
	Right to Rent Checks (Checking applicants legal status)	Right to Rent Checks (Checking applicants legal status)	Right to Rent Checks (Checking applicants legal status)
	Money Laundering Checks (Verifying Identification documents)	Money Laundering Checks (Verifying Identification documents)	Money Laundering Checks (Verifying Identification documents)
	Credit History Report (Obtaining a credit history report)	Credit History Report (Obtaining a credit history report)	
	Affordability Assessment (Applying affordability stress test)		
	Employers Reference (Obtaining information about contract, employment and pay)		
	Landlords Reference (Obtaining information about previous occupancy and conduct)		

STEP 3: Protection Level

Choose the Protection Level you Require	☐ Transcend 8% plus VAT (9.6% inc VAT)	☐ Heighten 6% plus VAT (7.2% inc VAT)	☐ Elevate 4% plus VAT (4.8% inc VAT)
<u>Only</u> available on Managed Service with Illuminate Referencing	Rent Guarantee (Receive your rent if (contract-holder doesn't pay, continue to receive your rent until Contract-holder is evicted)	Rent Guarantee (Receive your rent if (contract-holder doesn't pay, continue to receive your rent until Contract-holder is evicted)	Rent Guarantee (Receive your rent if (contract-holder doesn't pay, continue to receive your rent until Contract-holder is evicted)
	Legal Protection (Legal services and court costs covered in eviction cases)	Legal Protection (Legal services and court costs covered in eviction cases)	Legal Protection (Legal services and court costs covered in eviction cases)
	Maintenance Costs Cover (We cover the cost of minor maintenance jobs up to a limit of £90 per job capped at £600 each year)	Maintenance Costs Cover (We cover the cost of minor maintenance jobs up to a limit of £60 per job capped at £300 each year)	

OPTIONAL SERVICES MENU

Service	Cost
Preparation of Inventory and schedule of condition An inventory and schedule of condition report is produced on the contents and fixtures and fittings of your property. The Contract-holder receives a copy of the report and will be required to sign at the start of their occupation. This report forms the basis of the condition of your property prior to the occupation contract starting and will be used in assessing contract-holder damage and or wear and tear.	Room £75 (HMO) 1 bed £125 2 bed £145 3 bed £175 4 bed £200 5+ bed £225
Deposit registration and compliance	£50 per deposit
Administration Fee for Items Purchased for the Property	£45 Per Item
Management Visits - outside of Fully Managed Service	£70 Per Visit
Works Fee for Work Over £100.00	12% of contractor's invoice value
Works Callout Charge (Refunded if quote taken up)	£20
Key Cutting	£25 plus cost of keys
Deposit dispute management	£75
Copy Statements (Online)	Free
Copy Statements (Paper)	£25 per request
Filing Tax Returns - for Rental Income (Non-UK Residents)	£120 per quarter
Annual statement of income and expenditure	£70
Service of RHW Eviction Notice	£250 (Free on Fully Managed Service)
Service of RHW Rent Increase Notice	£90 (£60 for Fully Managed Service)
Court Attendance Fee	£220 a day
Referencing outside of letting service	£275
Occupation Contract Renewal Charge	£95
Annual statutory landlord rental income notification to HMRC	£30
Arrange Legionella risk assessment	£70
Energy Performance Certificate (EPC)	£95
Gas Safety Certificate	£95
Fire Alarm Test Certificate	£160 (Up to 4 bedrooms)
Electrical Installation Certificate (EICR)	£235 (Up to 3 bedrooms)
Emergency Lighting Certificate	£160
Portable Appliance Testing	£70 (Up to 15 items)
Waiting at property for landlord contractor	£65 first hour then £20 per hour
Carbon Monoxide risk assessment and detector installation	£120 (additional cost for additional detectors if more than 1 required)

All terms are quoted on a sole agency basis unless noted otherwise.
Figures are quoted per property