

SCHEDULE 5

SERVICE LEVEL FEES (Inc VAT)		
LET ONLY	Marketing fee - One month's rent (subject to a minimum fee of £600)	
PROPERTY MANAGEMENT	Marketing fee - £ 500.00 Management fee – 13% of the monthly rent payable monthly	
ADDITIONAL SERVICES (Ask for more detail, if required)		
SERVICE	FEE INCLUDING VAT	TICK IF REQUIRED
*PREPARING INVENTORY/SCHEDULE OF CONDITION		
1 OR 2 BEDROOMS	£120.00	
3 BEDROOMS	£130.00	
4 BEDROOMS	£140.00	
5 BEDROOMS	£150.00	
WITHDRAWAL FROM MARKETING	£60.00	
*TENANCY RENEWAL FEE	£84.00	
*TENANCY DEPOSIT SERVICE FEE	£36.00	
*TENANCY DEPOSIT RENEWAL FEE:(THIS FEE IS ANNUAL)	£36.00	
ENERGY PERFORMANCE CERTIFICATE	£84.00	
GAS SAFETY CERTIFICATE	£84.00	
ELECTRICAL SAFETY CERTIFICATE	£200.00	
*CHECK OUT FEE	£84.00	
DUPLICATION OF ANY PAPERWORK	£36.00	
*PRODUCING/SERVING NOTICES & LEGAL DOCUMENTS	£60.00	
DUPLICATION AND TESTING OF EXTRA KEYS	£15 per key	
*REDIRECTION OF MAIL OVERSEAS: COST OF POSTAGE	Ask in branch for details	
*WITHDRAWAL FROM MANAGEMENT SERVICE AFTER THE FIXED PERIOD	One month's rent including management fee	
WITHDRAWAL FROM MARKETING AFTER YOU HAVE APPROVED A TENANT	£300.00	
*DISPERSAL OF DEPOSIT AT END OF TENANCY SHOULD A DISPUTE ARISE FOR MANAGED ONLY	£60.00	
DISPERSAL OF DEPOSIT AT END OF TENANCY SHOULD A DISPUTE ARISE FOR (HISTORIC) LET ONLY	£250.00	
ADD ADDENDUM	£30.00	
VACANT PERIOD MANAGEMENT	Ask in branch for details	
ELECTRICAL PAT TEST (for up to 3 appliances)	Ask in branch for details	
HETAS CERTIFICATE	Ask in branch for details	
LEGIONNAIRES DISEASE RISK ASSESSMENT	Ask in branch for details	
SMOKE ALARM INSTALLATION	Ask in branch for details	
CARBON MONOXIDE ALARM INSTALLATION	Ask in branch for details	
EXTRA PROPERTY INSPECTIONS	£36.00	
ATTENDING CONTRACTOR VISITS	£36.00	
NEGOTIATING RENT INCREASES	£36.00	
HMRC TAX DEDUCTING	Ask in branch for details	
PROFESSIONAL HOUSE CLEAN	Ask in branch for details	
PRE-TENANCY GARDENING	Ask in branch for details	
*Fees that are mandatory within the Fully Managed Service		