

Fee Schedule

Tenant Find Service	Partly Managed Service	Fully Managed Service
We will find you a tenant and compile your legal paperwork, then we will hand the rest to you.	We will take care of the more complex duties for you, whilst you remain involved with your tenant and your property.	"Leave it with us" - An all inclusive, personalised management service.
75% of the first month's rent (No VAT)	5% per month (No VAT) + 75% of the first month's rent (No VAT)	12% per month (No VAT) + 75% of the first month's rent (No VAT) (10% for 3 or more properties - No VAT)

Online marketing	✓	✓	✓
To Let signage - where applicable	✓	✓	✓
Accompanied viewings	✓	✓	✓
Viewing feedback	✓	✓	✓
Tenant negotiations	✓	✓	✓
Applications & credit checks	✓	✓	✓
Legal tenancy paperwork	✓	✓	✓
Initial rent collection	✓	✓	✓
Rent reviews	✓	✓	✓
Key handover to Tenants at the property	✓	✓	✓
Deposit registration		✓	✓
Standing order setup with your tenants		✓	✓
Collection and reconciliation of rent		✓	✓

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Chasing arrears		✓	✓
Annual income & expenditure statement		✓	✓
Dedicated Property Manager for both Landlord and Tenant		✓	✓
Instructing tenant reported maintenance - 24 hour, 365 days a year		✓	✓
Reviewing safety certificates upon expiry		✓	✓
Liaising with Landlord contractors, communication and key release to external contractors and third parties		✓	✓
Meeting external contractors for access on behalf of the landlord			✓
Contacting utility companies & council tax department at the end of tenancy			✓
Preparation of inventory with photographs			✓
Check in & out appointment			✓
Periodic inspections with a summary of condition report to landlord			✓
Ad hoc property visits outside of periodic inspections			✓
Serving all legal notices			✓
Refurbishment management			✓
End of tenancy works			✓
End of tenancy deposit communication			✓
Deposit dispute resolution via Tenancy Deposit Scheme			✓