

Extra optional and non-optional fees & charges:

Service	Charges (all prices in Pound Sterling) including VAT
Right to Rent Checks	£48
Follow up checks	£76.80
Deposit registration (AST) per year	£38.40
Change of sharer	£300
For each additional change of sharer at the same time	£50
Change of ownership set up	£72 - 250
Handle payment of service charges per year	£60
Annual license holding per year	£75
Inventory Preparation and check in	£120
Inventory check out	£120
Meeting contractors, third parties to assist with insurance claims, HMO visits and/or any additional property visits per visit	£70
Arranging works or refurbishment under £1,000	3% of net cost
Arranging works or refurbishment over £1,000	7% of net cost
Quarterly return to HMRC per landlord	£120
Consolidated statement per copy	£30
Tenancy renewal paperwork	£200
Cancelling a let before the tenant moves in	£150 + costs
Transferring deposit to landlord or other agent during tenancy	£90
Arranging key cutting	£10 + costs
Helping with deposit adjudication (AST) per hour	£50
Preparing and serving notices: Section 13 notice	£150
Preparing and serving notices: Section 21 notice	£150
Preparing and serving notices: Notice to quit	£100
Attending court per hour	£120
Making a payment outside the UK	£30 + any associated bank fees
Making a same day payment in the UK	£30
Getting quotes, if you then organise the work yourself	£600
Getting quotes, if you then decide against any work	£120

Interest on unpaid fees or other money due at 2% above Bank of England base rate per annum, calculated daily.