



**Full Management  
15%**

**Guaranteed Rent**

**Pre-Tenancy**

**New Landlord Fees**

**£150**

**Included**

**New Tenancy Set Up Fees**

**£150**

**Included**

**Photo shoot and video per  
room**

**£200**

**Included**

**Screening tenants and  
arranging viewings**

**Included**

**Included**

**Processing tenant  
applications**

**Included**

**Included**

**Referencing Right to Rent**

**Included**

**Included**

**Tenancy Management**

**Collecting & protecting  
tenant deposit**

**Included**

**Included**

**Inventory - Room by Room**

**£30**

**Included**

**Ongoing rent collection and  
chasing arrears**

**Included**

**Included**

**Check out inspection - Room  
by Room**

**£30**

**Included**



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## Landlord & Maintenance

**Regular property visits & six  
month inspections**

**Included**

**Included**

**Detailed monthly reports**

**Included**

**Included**

**Arranging for compliance  
certs to be renewed**

**Included**

**Included**

**Arranging ongoing  
maintenance & repairs**

**Cost + 10%**

**Cost + 0%**

**Key Cutting**

**Cost + 10%**

**Cost + 0%**

**End of tenancy room clean**

**£50**

**Included**

## Compliance

**Weekly Fire Alarm Tests**

**Included**

**Included**

**Landlord Gas Safety Certs**

**From £60**

**From £60**

**EICR**

**From £180**

**From £180**

**EPC & Floorplans**

**From £65**

**From £65**



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**Other Services/Fees**

**Serving S21 Notice**

**Included**

**Included**

**Serving S13 Notice**

**Included**

**Included**

**Court Attendance**

**£500 per day**

**£500 per day**

**Bailiff Attendance**

**£250 + cost of bailiff**

**£250 + cost of bailiff**

**HMO License Application  
Fee**

**£400**

**£400**

**HMO License held in  
Headway name**

**£1000**

**£1000**

**Viewing to enable sale**

**£150**

**£150**

**Providing documents to  
enable sale**

**From £50**

**From £50**

**Cancellation of  
management services**

**2 Months written notice**