


## LETTINGS SERVICE PACKAGES

  
**FULLY MANAGED**  
10% of the monthly  
rent plus VAT

£  
**RENT COLLECTION**  
7% of the monthly rent  
plus VAT

  
**TENANT FIND**  
One month rent as  
one-off tenancy setup

	FULLY MANAGED	RENT COLLECTION	TENANT FIND
PROPERTY INSPECTION & LEGAL COMPLIANCE CHECK & METER READING COLLECTION	✓	✓	✓
PHOTOGRAPHY, MARKETING ONLINE AND IN BRANCH	✓	✓	✓
ACCOMPANIED VIEWINGS & BRANDED CLIENT EXPERIENCE	✓	✓	✓
FULL TENANT REFERENCING & CREDIT CHECKS	✓	✓	✓
AGREEMENT PREPARATION & SIGNAGE	✓	✓	✓
FIRST MONTHS RENT COLLECTION & FIRST MONTHS OWNERS STATEMENT	✓	✓	✓
TENANT DEPOSIT REGISTRATION & RELEASE	✓	✓	✓
MONTHLY RENT COLLECTION AND ARREARS MANAGEMENT	✓	✓	✓
MONTHLY RENT ALLOCATION AND DISTRIBUTION & OWNER STATEMENTS	✓	✓	✓
GENERAL MAINTENANCE & EMERGENCY MAINTENANCE	✓	✓	✓
ARRANGING ELECTRICAL, ENERGY PERFORMANCE & GAS SAFETY CERTIFICATES	✓	✓	✓
PAYMENT OF INVOICES	✓	✓	✓
24/7 TENANT ASSISTANCE	✓	✓	✓
ROUTINE INSPECTIONS	✓	✓	✓

**GAS CERTIFICATE**  
£90\*

**EPC CERTIFICATE**  
£90\*

**ELECTRIC CERTIFICATE**  
£180\*

**INVENTORY 1-2 BED**  
£150\*

**INVENTORY 3-4 BED**  
£250\*

**INVENTORY 5+ BED**  
£350

**PROPERTY LICENSING**  
£300\*

**COURT ATTENDANCE**  
£300

**TITLE DEED**  
£5

**DEPOSIT PROTECTION**  
£30

**TENANCY SETUP**  
£100

**TENANCY RENEWAL**  
£100

**NOTICE SEVERANCE**  
£30

**KEY CUTTING**  
£10 plus invoice value

**SHOPPING FEE**  
£50 plus invoice value