



Levels of Service & Fees

LEVEL OF SERVICE	PLATINUM	FULLY MANAGED	RENT COLLECT	TENANT FIND
Market appraisal	✓	✓	✓	✓
Marketing of property	✓	✓	✓	✓
Tenant referencing	✓	✓	✓	✓
Right to Rent checks	✓	✓	✓	✓
Prepare tenancy agreements	✓	✓	✓	✓
Collection of first month's rent & deposit	✓	✓	✓	✓
Complete tenancy check-in & inventory check including smoke alarm checks	✓	✓	✓	✓
Deposit registration with custodial scheme	✓	✓	✓	✓
Move-in completed, payment made to landlord	✓	✓	✓	✓
Move-in inventory	✓	✓	✓	
Process monthly rent payments	✓	✓	✓	
Rent arrears chasing	✓	✓	✓	
Right to Rent follow-up checks	✓	✓	✓	
Manage maintenance with approved contractors	✓	✓	*	
Copy statements & invoices to landlords	✓	✓	*	
Rent reviews	✓	✓	*	
Negotiation of tenancy renewals	✓	✓	*	
End of tenancy checkout	✓	✓	*	
Updated inventory	✓	✓	*	
Comprehensive property inspections	✓	✓	*	
Deposit negotiation for end of tenancy	✓	✓	*	
Serving of legal notices (Section 8, 13 & 21)	✓	✓	*	
Access to expert legal advice through ARLA Propertymark	✓	✓		
Rent guarantee & legal insurance up to £100,000 cover	✓			
Property Damage Protection up to £10,000 cover	✓			

* Available with additional fee



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FEE STRUCTURE	PLATINUM	FULLY MANAGED	RENT COLLECT	TENANT FIND
Set-up fee	£345 + VAT (£414.00 inc VAT)	£345 + VAT (£414.00 inc VAT)	£395 + VAT (£474.00 inc VAT)	£595 + VAT (£714.00 inc VAT)
Monthly fee percentage of rent	16% + VAT	12% + VAT	8% + VAT	N/A
Rent reviews	INCLUDED	INCLUDED	INCLUDED	£60 + VAT (£72.00 inc VAT)
Gas safety checks	*	*	*	*
Energy Performance Certificate (EPC)	INCLUDED	INCLUDED	£90 + VAT (£108.00 inc VAT)	£90 + VAT (£108.00 inc VAT)
Comprehensive call & care report (property inspection)	INCLUDED	INCLUDED	£70 + VAT (£84.00 inc VAT)	£100 + VAT (£120.00 inc VAT)

FEE STRUCTURE	PLATINUM	FULLY MANAGED	RENT COLLECT	TENANT FIND
Management takeover from another agent	✓	*	*	N/A
Withdrawal fee TENANTED	One full month's rent due	One full month's rent due	One full month's rent due	N/A
Withdrawal fee VACATED	50% of one month's full rent due	50% of one month's full rent due	50% of one month's full rent due	N/A
Withdrawal notice TENANTED	Two full months' notice	Two full months' notice	Two full months' notice	N/A
Withdrawal notice VACATED	One full month's notice	One full month's notice	One full month's notice	N/A
Court attendance for evictions	Included in Rent & Legal Protection	£175 + VAT (£210.00 inc VAT)	£175 + VAT (£210.00 inc VAT)	£175+ VAT (£210.00 inc VAT)

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