

| Product List                                       | Tenant Find Only        | Basic Management            | Premium Management          |
|--|-------------------------|-----------------------------|-----------------------------|
| Tenancy Management Service                         | x                       | 10% + VAT (12.5% Inclusive) | 12.5% + VAT (15% Inclusive) |
| Letting Fee  | 3 weeks rent + VAT      | 2 Weeks rent + VAT          | 2 Weeks rent + VAT          |
| Inventory & Schedule of Condition (Room/Studio)    | £50 + VAT (£60 inc.)    | £50 + VAT (£60 inc.)        | £50 + VAT (£60 inc.)        |
| Inventory & Schedule of Condition                  | £125 + VAT (£150 inc.)  | £125 + VAT (£150 inc.)      | £125 + VAT (£150 inc.)      |
| Tenancy Deposit Registration & Issue PI            | £40 + VAT (£48 inc.)    | £40 + VAT (£48 inc.)        | £40 + VAT (£48 inc.)        |
| Property Valuation                                 | ✓                       | ✓                           | ✓                           |
| Comprehensive Marketing                            | ✓                       | ✓                           | ✓                           |
| Accompanied Viewings                               | ✓                       | ✓                           | ✓                           |
| Negotiating Tenancy Terms                          | ✓                       | ✓                           | ✓                           |
| Professional Tenant Referencing                    | ✓                       | ✓                           | ✓                           |
| Perform Right To Rent Checks                       | ✓                       | ✓                           | ✓                           |
| Preparation of Tenancy Agreements                  | ✓                       | ✓                           | ✓                           |
| Issue How To Rent Guide                            | ✓                       | ✓                           | ✓                           |
| Collect Security Deposit as Stakeholder            | ✓                       | ✓                           | ✓                           |
| Collect and Distribute 1 <sup>st</sup> Months Rent | ✓                       | ✓                           | ✓                           |
| Notify Utility Companies of New Tenant             | x                       | ✓                           | ✓                           |
| Notify local Council of New Tenants                | x                       | ✓                           | ✓                           |
| Collect and Distribute Monthly Rent                | x                       | ✓                           | ✓                           |
| Perform Key Holder Service                         | x                       | ✓                           | ✓                           |
| Manage Property Maintenance Issues                 | x                       | ✓                           | ✓                           |
| Manage tenancy Queries                             | x                       | ✓                           | ✓                           |
| Provide Out of Hours Emergency Cover               | x                       | ✓                           | ✓                           |
| Undertake Annual Rent Reviews                      | x                       | ✓                           | ✓                           |
| Annual Statement for HMRC return                   | x                       | £30 + VAT (£36 inc.)        | ✓                           |
| Per Property Inspection (once every 4 months)      | £75 + VAT (£90 inc.)    | £15 + VAT (£18 inc.)        | ✓                           |
| Change to Standard Tenancy Agreement               | £100 + VAT (£120 inc.)  | £50 + VAT (£60 inc.)        | ✓                           |
| Change of Ownership                                | £200 + VAT (£120 inc.)  | £100 + VAT (£120 inc.)      | ✓                           |
| Issue Section 21 Eviction Notice                   | £100 + VAT (£120 inc.)  | £50 + VAT (£60 inc.)        | ✓                           |
| Issue Section 8 Eviction Notice                    | £100 + VAT (£120 inc.)  | £50 + VAT (£60 inc.)        | ✓                           |
| Court Attendance (per day)                         | £200 + VAT (£240 inc.)  | £100 + VAT (£120 inc.)      | ✓                           |
| Fixed Term Tenancy Renewal                         | £150 + VAT (£180 inc.)  | £60 + VAT (£72 inc.)        | ✓                           |
| Issue Section 13 Rent Increase                     | £100 + VAT (£120 inc.)  | £50 + VAT (£60 inc.)        | £25 + VAT (£30 inc.)        |
| Check Out Inspection                               | £200 + VAT (£240 inc.)  | £50 + VAT (£60 inc.)        | £25 + VAT (£30 inc.)        |
| Process Tenancy Deposit Arbitration                | £300 + VAT (£360 inc.)  | £50 + VAT (£60 inc.)        | £25 + VAT (£30 inc.)        |
| Energy Performance Certificate*                    | £90 + VAT (£108 inc.)   | £55 + VAT (£66 inc.)        | £55 + VAT (£66 inc.)        |
| Legionella Risk Assessment*                        | £90 + VAT (£108 inc.)   | £90 + VAT (£108 inc.)       | £90 + VAT (£108 inc.)       |
| Rent Guarantee Insurance (per month)*              | £25 + VAT (£30 inc.)    | £25 + VAT (£30 inc.)        | £25 + VAT (£30 inc.)        |
| Co-ordinating Property Refurbishment               | 10% + VAT of Total Cost | 10% + VAT of Total Cost     | 10% + VAT of Total Cost     |
| Aborted Tenancy Fee                                | £250 + VAT (£290 inc.)  | £250 + VAT (£290 inc.)      | £250 + VAT (£290 inc.)      |

\* Provided by third party – subject to change