

PLEASE RETURN THIS DOCUMENT HAVING COMPLETED THE APPROPRIATE SECTIONS BELOW

| SERVICE OPTIONS                                    | FEE | VAT | TOTAL | TICK |
|--|-----|-----|-------|------|
| Letting and rent collection service                | 10% | 20% | 12%   |      |
| Letting, rent collection and fully managed service | 15% | 20% | 18%   |      |

|  | COST      | VAT    | TOTAL   | TICK |
|--|-----------|--------|---------|------|
| <b>Essentials</b>  |           |        |         |      |
| Assured Shorthold Tenancy Agreement  | £250.00   | £50.00 | £300.00 | ✓    |
| Individual independent third party 'Right to Rent' check per tenant                      | £10       | £2     | £12     | ✓    |
| Individual independent third-party tenant reference per tenant                           | £25       | £5     | £30     | ✓    |
| Registration of deposit with the TDS for duration of tenancy term (traditional deposit)  | £50       | £10    | £60     | ✓    |
| Energy Performance Certificate (EPC)   | £75       | £15    | £90     |      |
| Gas safety certificate (GSI)   | £90       | £18    | £108    |      |
| Carbon Monoxide alarm (x2 fitted)  | £100      | £20    | £120    |      |
| Inspection of electrical installation dependent on size (minimum charge)                 | from £150 | £30    | £180    |      |
| Smoke alarm (x2 fitted)  | £150      | £30    | £180    |      |
| Electrical PAT test on supplied appliances dependent on number required (minimum charge) | From £80  | £16    | £96     |      |
| Individual third-party guarantor reference per guarantor needed                          | £25       | £5     | £30     |      |

|   |           |        |         |  |
|---|-----------|--------|---------|--|
| <b>Recommended</b>  |           |        |         |  |
| Blind cord regulation required tethers (x4 fitted plus £15 for each additional needed)            | £100      | £20    | £120    |  |
| Legionnaires testing  | £150      | £30    | £180    |  |
| Key cutting plus the cost of cutting keys   | £25       | £5     | £30     |  |
| Rent guarantee insurance provided tenants pass referencing criteria under £2500 PCM               | £325      | £65    | £390    |  |
| Rent guarantee insurance provided tenants pass referencing criteria for rents £2501PCM - £5000PCM | £550      | £110   | £660    |  |
| Professional Pre tenancy cleaning (size of property dependent) minimum fee applies                | from £200 | £40    | £240    |  |
| Independent Inventory check in (size of property dependent) minimum fee applies                   | from £144 | £28.80 | £172.80 |  |
| Independent Inventory check out (size of property dependent) Minimum fee applies                  | from £114 | £22.80 | £136.80 |  |
| Floorplan (size of property dependent) Minimum fee applies  | from £90  | £18    | £108    |  |
| Fire risk assessment (size of property dependent) Minimum fee applies                             | from £250 | £50    | £300    |  |