

# ACQUIRE.

## RESIDENTIAL LETTINGS & PROPERTY MANAGEMENT

# Landlord Fee Schedule

Our letting and management commission rates are provided separately under individual Terms & Conditions, depending on the level of service required. The fees below cover the additional services and third-party costs associated with the letting, compliance and ongoing management of your property. They are charged where applicable and agreed with you in advance.

### All prices include VAT

Every price shown includes VAT at the current rate of 20%. The breakdown column shows the net fee plus VAT so you can see how each price is made up. If the VAT rate changes, prices are adjusted accordingly.

#### SECTION 1

### Set-up & Administration

| Service                         | Fee (incl. VAT)                  | Breakdown (net + VAT) |
|---------------------------------|----------------------------------|-----------------------|
| Admin / Introduction Fee        | <b>£360</b>                      | £300 + VAT            |
| References (above 3 tenants)    | <b>£18 per additional tenant</b> | £15+ VAT              |
| Deposit Protection Registration | <b>£50</b>                       | £41.67 + VAT          |
| AML Checks Fee                  | <b>£18</b>                       | £15 + VAT             |

#### SECTION 2

### Licensing

| Service                                                                                                                                         | Fee (incl. VAT) | Breakdown (net + VAT) |
|-------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----------------------|
| Licence Application Admin Fee (includes one complimentary council visit). Additional visits or inspections will be charged at our standard rate | <b>£360</b>     | £300 + VAT            |
| Licence Holder Fee (each licence renewal)                                                                                                       | <b>£300</b>     | £250 + VAT            |

#### SECTION 3

### Tenancy & Management

| Service                                        | Fee (incl. VAT)        | Breakdown (net + VAT) |
|------------------------------------------------|------------------------|-----------------------|
| Service of a Section 13 (rent-increase) notice | <b>£180 per notice</b> | £150 + VAT            |
| Attendance Fee                                 | <b>£120</b>            | £100 + VAT            |
| Attendance Fee (over 1 hour)                   | <b>£30 per hour</b>    | incl. VAT (£25 + £5)  |
| Rent Protection Service                        | <b>Please enquire</b>  | —                     |

#### SECTION 4

### Compliance & Certificates

| Service                              | Fee (incl. VAT) | Breakdown (net + VAT) |
|--------------------------------------|-----------------|-----------------------|
| EPC (Energy Performance Certificate) | <b>£120</b>     | £100 + VAT            |
| Gas Safety Certificate               | <b>£144</b>     | £120 + VAT            |

|                                  |                           |                         |
|----------------------------------|---------------------------|-------------------------|
| CO <sub>2</sub> Alarm            | <b>£40 each</b>           |                         |
| Floor Plan                       | <b>£120</b>               | £100 + VAT              |
| PAT (Portable Appliance Testing) | <b>£114</b>               | £95 + VAT               |
| Fire Risk Assessment             | <b>Please enquire</b>     | —                       |
| Handyman Call-Out Fee            | <b>Starting from £114</b> | Starting from £95 + VAT |

**SECTION 5****Inventory, Check-In / Out, EICR & Cleaning**

Priced by property size. All prices below include VAT at 20%.

| Size                         | Inventory Check-In | Inventory Check-Out | EICR | Cleaning |
|------------------------------|--------------------|---------------------|------|----------|
| <b>Studio</b>                | £198               | £186                | £180 | £192     |
| <b>One bedroom</b>           | £216               | £204                | £192 | £240     |
| <b>Two bedrooms</b>          | £240               | £228                | £216 | £288     |
| <b>Three bedrooms</b>        | £276               | £264                | £240 | £348     |
| <b>Four bedrooms</b>         | £312               | £300                | £264 | £384     |
| <b>Five bedrooms or more</b> | TBC                | TBC                 | TBC  | TBC      |

*Five bedrooms or more, and any job dependent on size or complexity, are priced individually following assessment.*

**IMPORTANT****Notes & Terms**

- All prices shown include VAT at the prevailing rate (currently 20%); the breakdown shows the net fee plus VAT.
- Letting and management commission rates are provided separately under individual Terms & Conditions, depending on the level of service required.
- All services are subject to availability and the scope of work required.
- We reserve the right to adjust service fees based on operational capacity, regulatory compliance, or external factors beyond reasonable control.
- Prices for services dependent on property size or job complexity are subject to individual assessment and may vary accordingly.