

Sole agency service levels and fees

The level of service stated only includes the items in the list, no other service is included within that level.
Please discuss with us if you need any additional services, which may involve a charge.

Charges are inclusive of VAT and are based on a minimum tenancy term of 12 months.

SERVICE LEVEL	Full management	Letting and rent collection	Let only tenant find	Introduction only
PAYABLE	Monthly	Monthly	Upfront	Upfront
FEE (INCLUSIVE OF VAT)	15.60%	13%	10.80%	5%
ARRANGEMENT FEE*	£216.00	£216.00	£216.00	£216.00
	▼	▼	▼	▼
MARKETING				
◦ Professional photography	◆	◆	◆	◆
◦ Design-conscious marketing	◆	◆	◆	◆
◦ Tenant finding	◆	◆	◆	◆
◦ Assisted viewings	◆	◆	◆	
◦ Marketing feedback and updates	◆	◆	◆	
PROGRESSION				
◦ Comprehensive referencing	◆	◆	◆	
◦ Right to rent checks	◆	◆	◆	
◦ Fully compliant tenancy agreement	◆	◆	◆	
◦ Professional cleaning arranged	◆	◆	◆	
◦ Certification + compliance arranged	◆	◆	◆	
◦ Inventory and check-in arranged	◆	◆	◆	
TENANCY				
◦ Negotiate tenancy extensions	◆	◆	◆	
◦ Deposit registration	◆	◆		
◦ Rent arrears advice	◆	◆		
◦ Tenancy protection service	◆	◆		
◦ Monthly statements	◆	◆		
◦ Rent collection	◆	◆		
MANAGEMENT				
◦ Management fees paid monthly	◆	◆		
◦ Instruction of repairs and maintenance	◆			
◦ Recommended contractors	◆			
◦ 24 hours telephone answering service	◆			
◦ Key holding service	◆			
◦ Periodic property check-up	◆			
◦ Legal notices deduction advice	◆			
◦ Utility management service	◆			
◦ Management of the check-out	◆			
◦ Deposit deduction advice	◆			

*Our arrangement fee covers professional photography and copywriting; production of a floorplan; a marketing board; premium marketing on rightmove, zoopla, on the market and where required through our social media.