

RESIDENTIAL - SCHEDULE OF FEES

Agency, Letting & Professional Services (with effect from 1st October 2026)

SERVICE	FEE (excl. VAT)
Monthly service commission	12%
Tenant Let only service	£750
Tenancy set up	£350
Credit reference check (per applicant/guarantor)	£45
Right to Rent check/recheck (per applicant)	£15
Deposit - TDS registration	£45
TDS deposit annual fee (per tenancy)	£30
Let only TDS deposit registration	£50
Let only TDS annual fee (per tenancy)	£30
Deposit adjudication	£100
Deposit transfer	£50
Annual gas safety check	£125
Annual gas safety check and boiler service	£180
Energy Performance certification	£100
EICR - Electrical Installation Condition Report - 5 yearly	£250
Portable Appliance Testing (from)	£100
FRA (from)	£250
Issuing annual fire safety information	£20
Legionella risk assessment (from)	£150
Service of Section 13 notice to increase rent	£120
Section 13 tribunal appeals (from, per hour)	£160

SERVICE	FEE (excl. VAT)
Service of Section 8 notice to recover possession (per notice)	£300
Tenancy check out - up to 3 bedrooms	£150
Tenancy check out - 4 bedrooms and over	£200
Inventory report - up to 3 bedrooms	£150
Inventory report - 4 bedrooms and over	£250
Additional fee if furnished	50%
Floor plan (from)	£150
Additional property visits (per visit)	£60
Vacant property inspection (per visit)	£30
Dispute adjudication/court document preparation (from, per hour)	£160
Attendance at court	Time
Termination of management service with sitting tenant	£600
Cutting of keys (per key, from)	£30
Landlord database registration (excl. scheme fee)	£50
Landlord database maintenance	TBC
Landlord Ombudsman registration (excl. scheme fee)	£50
Local authority notices	£100
Insurance claims	£150
Major works supervision (over £1000)	12% works cost
HMO/Selective Licence Application (excluding Council fee)	£300

GENERAL NOTES

- All fixed sums are subject to any increase in line with the percentage change in the Retail Price Index. All fees quoted are exclusive of VAT.
- Fees based upon a cost or rent are calculated on the basis that such cost or rent is exclusive of VAT.
- All invoices are to refer to the specific fee scale reference and to clearly state whether the fee is recoverable in part or whole from a third party and the amount so recoverable.
- All scales are exclusive of exceptional disbursements, including marketing / advertising and transport costs.