

## FEES AND CHARGES SHEET

**Millbanks, Wheatacre House, Exchange Street, Attleborough, Norfolk, NR17 2AB**

Clause numbers are shown for ease of reference only – please refer to the clause for full explanation of the service.

All fees are shown inclusive of VAT @ 20% (figures excluding VAT are quoted in brackets)

SERVICE	FEE
<b>LET ONLY SERVICE</b>	100%inc VAT (83.33%+VAT) of the first month's rent set up fee
<b>RENT COLLECTION SERVICE</b> THE HALFWAY HOUSE BETWEEN SELF MANAGING AND ESSENTIALS PACKAGE THE SEMI DIY OPTION	90%inc VAT (75%+VAT) of first month's rent – minimum £474.00inc VAT (£395.00+VAT) Plus 9.6 % inc VAT (8%+VAT) of gross monthly rent payable throughout tenancy
<b>FULLY MANAGED SERVICE</b>	72%inc VAT (60%+VAT) of first month's rent – minimum £420.00inc VAT (£350.00+VAT) plus 14.4%inc VAT (12%+VAT) of gross monthly rent payable throughout tenancy
<b>Rent Guarantee &amp; Legal Protection</b>	Is payable monthly at £36.00 inc VAT (£30 plus VAT)
<b>Renewal of Tenancy Fees</b>	£120 Inc VAT (£100 plus VAT)
<b>Referencing Fee per tenant</b>	£50 inc VAT (£41.66 plus Vat)
<b>Cancellation of Management Admin Fee</b>	1.5 x monthly rent plus VAT
<b>Property Acquisition Service</b>	3.6 % inc VAT (3%+VAT) of purchase price
<b>Vacant Property Management</b>	£108.00inc VAT (£90.00+VAT) per calendar month plus £300.00 float
<b>Inventory</b>	£120 inc VAT (£100 plus VAT)
<b>Check Out Inspection</b>	£90.00inc VAT (£75.00+VAT)
<b>Deposit Dispute Fee</b>	£240.00inc VAT (£200.00+VAT)
<b>Court Attendance</b>	£252.00inc VAT (£210.00 +VAT) per hour
<b>Bailiff Attendance</b>	£150.00inc VAT (£125.00+VAT)
<b>Property Visits Managed Properties</b>	£36 inc VAT (£30 plus VAT)
<b>Property Visits Non-Managed Properties</b>	£72.00inc VAT (£60.00+VAT)
<b>Gas Safety Certificates</b>	By Invoice from Contractor
<b>Electrical Installation Condition Report</b>	By Invoice from Contractor
<b>Smoke Alarm/Carbon Monoxide Detector</b>	By Invoice from Contractor
<b>Serving Notices (Rent Collection Service)</b>	£78.00inc VAT (£65.00+VAT) per notice
<b>Energy Performance Certificate</b>	£95.00inc VAT
<b>Deposit Registration Administration (Fully Managed)</b>	£36.00inc VAT (£30.00+VAT) per annum
<b>Deposit Registration Administration (Let Only)</b>	£72.00 inc VAT (£60 plus VAT)
<b>Key Cutting</b>	£20.40inc VAT (£17.00+VAT) per key
<b>Landlord Withdrawal from Offer (Pre Tenancy Commencement)</b>	Expenses to a max of £450.00inc VAT (£375.00+VAT) dependent on case
<b>Assured Shorthold Tenancy Agreement</b>	£240.00inc VAT (£200.00+VAT)