

Deposit	without VAT	inc VAT
fee for processing a deposit/deposit replacement product and complying with the legal requirements of the Tenancy Deposit Scheme (TDS) on your behalf. Chargeable every 12 months or part thereof on the tenancy anniversary date	£45.00	£54.00
to respond on your behalf to your tenants deposit / deposit replacement guarantee product dispute where we provide Full Management	£25.00	£30.00
to respond on your behalf to your tenants deposit / deposit replacement guarantee product dispute where we do not provide Full Management	£200.00	£240.00

Renewals	without VAT	inc VAT
renewal fixed term tenancy agreement negotiation and preparation charge	£125.00	£150.00
periodic tenancy arrangement fee	£125.00	£150.00

General	without VAT	inc VAT
annual statement of income and expenditure	£85.00	£102.00
quarterly tax submission for non-UK residents with no HMRC approval	£100.00 per quarter	£120.00 per quarter
annual tax declaration for non-UK resident with HMRC approval	£40.00	£48.00
annual statutory landlord rental income notification to HMRC	£10	£12.00
copy statements (each month's statement, or part thereof) - per request	£25.00	£30.00
additional property visits, price per visit	£50.00	£60.00
to obtain an estimate of works for redecoration or refurbishment. (This will be deducted from our final fee if you decide to proceed)	£100.00	£120.00
court attendances - per day or part thereof	£200.00	£240.00
service of Section 13 Notice (rent increase notice for a statutory periodic assured shorthold tenancy)	£50.00	£60.00
service of Section 21 Notice or Notice to Quit (not with Full Management or Rent Collection)	£50.00	£60.00
arrange Legionella risk assessment	£125.00	£150.00