

Initial Charges	Fee excl. VAT	Fee incl. VAT
Tenancy Agreement	£150	£180
Referencing (incl. Right to Rent Checks)	£100 per applicant	£120 per applicant
Inventory / Statement of Condition (Subject to a maximum fee based on property value)	15% of monthly rent	18% of monthly rent
Deposit Registration	£50	£60
EPC and Floor Plan	£100	£120
Legionnaires Test	£75	£90
Renewals		
Fixed Term Renewal	2.5% plus VAT of the rent agreed beyond the initial 12 month term, payable annually in advance (3% incl. VAT)	
TDS Renewal	£ 25	£ 30
Rent Review Letter	£125	£150
End of Tenancy	Fee excl. VAT	Fee incl. VAT
Checkout Report (Subject to a maximum fee based on property value)	12.5% of monthly rent	15% of monthly rent
Checkout Administration Fee	£160	£192
Deposit Return (only payable in absence of a formal checkout)	£ 60	£ 72
Negotiating a Deposit / Registering a Dispute / Service of Notice	£100 per hour	£120 per hour
Additional Fees	Fee excl. VAT	Fee incl. VAT
Letter of Variation / Notices	£110	£132
Additional Management Visits	£85 per visit	£102 per visit
Arrangement and Supervision Fee for Works over £500	10% of net cost	12% of net cost
NRLS (Non-Resident Landlord Scheme) Registered Landlords (per annum)	£85	£102
Non-registered Landlords (per annum)	£135	£162
Void Management	£100 per fortnight	£120 per fortnight
Court Attendance	£450 per day	£540 per day
Introduction Fee (if property is sold to a Tenant introduced by TCHC)	1% plus VAT based on the total sale price	1.2%