

Table of Base Lettings & Management Ltd fees

Product	Fee	Fee incl VAT
<i><u>Tenant fees</u></i>		
Prospective tenant application fee per person	£150.00	£180.00
Prospective guarantor fee per person	£100.00	£120.00
Tenancy agreement preparation	£125.00	£150.00
Tenancy renewals	£37.50	£45.00
<i><u>Landlord fees</u></i>		
Initial administration fee	£166.67	£200.00
Re-letting fee	£125.00	£150.00
Full management	10% of monthly rent (eg £500 pcm x 10% = £50.00 + vat = £60.00)	
Letting & Rent Collection	5% of monthly rent (eg £500 pcm x 5% = £25.00 + vat = £30.00)	
Tenant Find Subject to min fee of £350.00 + vat	1 months rent + vat £350.00	£420.00
Inventory of Contents for furnished		
Based on a 2 bed terrace	£58.33	£70.00
Based on a 3 bed terrace	£62.50	£75.00
Based on a 4 bed terrace	£66.67	£80.00
Inventory of Contents for unfurnished		
Based on a 2 bed terrace	£37.50	£45.00
Based on a 3 bed terrace	£41.67	£50.00
Based on a 4 bed terrace	£45.83	£55.00
Tenancy renewals	£37.50	£45.00
Preparation of Sec8 Notices to serve to tenant	£62.50	£75.00
Deposit adjudication and evidence submission	£37.50	£45.00
Deposit registration and issue paperwork	£20.83	£25.00
Prof. services per hour (eg attend Court)	£50.00	£60.00