

## Fee Structure

Service	Fee (Inclusive of VAT)	(Fee Plus VAT)	Description of Service
<b>LETTINGS</b>			
<b>Furnished, Managed or Tenant Find Inventory</b>	£108.00	£90.00 Plus VAT	Includes a full condition report to note contents and photographic evidence
<b>As Above, 3 + Beds</b>	£144.00	£120.00 Plus VAT	As Above
<b>Unfurnished Managed or Tenant Find Inventory</b>	£84.00	£70.00 Plus VAT	As Above
<b>Inventory Refresh</b>	£72.00	£60.00 Plus VAT	As Above-Revised from original document after revisiting property
<b>Tenant Find Check Out</b>	£96.00	£80.00 Plus VAT	To inspect premises at the end of tenancy and provide full report and hold photographic evidence. (Included in full management service)
<b>Tenant Find Check Out, 3 + Beds</b>	£120.00	£100.00 Plus VAT	As Above
<b>CP12 (Gas Safety Certificate)</b>	£72.00	£60.00 Plus VAT	Gas Safety Certificate - valid for one year, legal requirement
<b>Tenant Find Renewals-Landlord Fee (Per Property)</b>	£180.00	£150.00 Plus VAT	To include agreeing terms of tenancy, drawing up agreement and obtaining signatures. References are not included
<b>Tenant Find &amp; Managed Renewals - Tenant Fee (Per Property)</b>	£60.00	£50.00 Plus VAT	To include agreeing terms of tenancy, drawing up agreement and obtaining signatures. References are not included
<b>Managed Renewals-Landlord Fee</b>	£0.00	-	N/A
<b>Managed, Monthly Landlord Fee</b>	15% (Minimum Fee £60)	12.5% Plus VAT Minimum Fee £50 Plus VAT	Please see terms of business for details of what fee covers
<b>Letting Fee, Tenant Find &amp; Managed- Less than 12 Month Tenancies</b>	60%	50% Plus VAT	Please see terms of business for details of what fee covers
<b>Letting Fee, Tenant Find &amp; Managed - 12 Months or More Tenancies</b>	90%	75% Plus VAT	Please see terms of business for details of what fee covers

## Fees Structure - Continued

<b>Letting Fee, Tenant Find &amp; Managed - Minimum Fee</b>	£420.00 – 6 Months	£350.00 Plus VAT	Please see terms of business for details of what fee covers
	£630.00 - 12 Months	£525.00 Plus VAT	
<b>Reservation Fee</b>	60% of One Month's Rent with a minimum of £420 (Inclusive of VAT). Per Property.	50% of one month's rent Plus VAT with a minimum of £350.00 Plus VAT	To include reserving property, agreeing terms with all parties, obtaining references including guarantor if applicable, obtaining suitable identification, drawing up legal tenancy agreement, standing order if applicable and check in at office
	Room Reservations are charged at £210.00 Per Tenant	Room Reservations are charged at £175.00 Plus VAT Per Tenant	
<b>LETTINGS/SALES</b>			
<b>Energy Performance Certificate</b>	£96.00	£80.00 Plus VAT	Legally required to market any property for sale or let and valid for 10 years. Includes arranging and uploading to particulars
<b>Tenant Find or Sales properties - Works arranged Fee</b>	25% of total cost (Minimum Fee £20.00)	20.835% Plus VAT Minimum Fee £16.66 Plus VAT	Supervision/Arrangement Fee-liaise with all parties for works required and agree access
<b>Managed Works arranged Fee</b>	25% of total cost (Minimum Fee £20.00)	As Above	As Above
<b>Credit Card / Overseas Card Charge</b>	3%	-	To cover charge incurred by Living Spaces
<b>Smoke Alarm/Carbon Monoxide Check</b>	£54.00	£45.00 Plus VAT	To check alarms in working order
<b>To Check Alarms, One Detector Fitted</b>	£90.00	£75.00 Plus VAT	As above and fit detector
<b>To Check Alarms, Two Detectors Fitted</b>	£108.00	£90.00 Plus VAT	As above and fit detector

Living Spaces UK Ltd are members of The National Approved Letting Scheme. Firms licensed by the scheme have demonstrated that they have met defined letting and/or management standards, offer independent redress via The Property Ombudsman and hold Professional Indemnity Insurance as well as belonging to a Client Protection Scheme.