



Central's Services and Sole Agency Fees

Service	Comprehensive	Rent Collection	Essential
Agency Fees*			
Term 1**	10% plus VAT	8% plus VAT	6% plus VAT
Term 2***	9% plus VAT	7% plus VAT	5% plus VAT
Set up fee	£350 plus VAT	£350 plus VAT	
Marketing			
Professional Photography	•	•	•
Comprehensive marketing	•	•	•
Accompanied viewings	•	•	•
Marketing feedback and updates	•	•	•
Tenant finding	•	•	•
Progression			
Comprehensive referencing	•	•	•
Right to rent	•	•	•
Tenancy agreement included	•	•	•
Paperless legal process	•	•	•
Arrangement of certification and compliance	•	•	•
Arrangement of inventory and check-in	•	•	•
Tenancy			
Negotiate tenancy extensions	•	•	•
Collection rent	•	•	
Rent arrears advice	•	•	
Rent protection policy available	•	•	
Monthly and yearly financial statements	•	•	
Deposit registration	•	•	
Arrangement of outgoings	•	•	
Overseas landlord tax	•	•	
Management			
Management fees paid monthly	•	•	
Repairs and maintenance	•		
Recommended contractors	•		
24hour emergency service	•		
Key holding service	•		
Periodic property check-up	•		
Legal notices	•		
Management of check out	•		
Deposit deduction advice	•		
Required Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*Charges are based on a minimum tenancy term of 12 months. **Term 1 is the length of the first tenancy. *** Term 2 is applicable when tenants remain after Term 1. An additional 2.4% will be added to any of the above sole agency charges should you instruct more than one agency. Comprehensive and financial service fees are taken monthly for the duration of the tenancy term. Essential service fees are payable up front.



Additional Services and Charges

Service	Price	Required	Not Required
Inventory/check in			
Studio, 1 and 2 bed flat	£140 inc VAT	<input type="checkbox"/>	<input type="checkbox"/>
2 and 3 bedroom Houses or 3 bed flat	£160 inc VAT	<input type="checkbox"/>	<input type="checkbox"/>
4 bed plus	£200 inc VAT	<input type="checkbox"/>	<input type="checkbox"/>
Checkout			
Studio, 1 and 2 bed flat	£120 inc VAT	<input type="checkbox"/>	<input type="checkbox"/>
2 and 3 bedroom Houses or 3 bed flat	£140 inc VAT	<input type="checkbox"/>	<input type="checkbox"/>
4 bed plus	£160 inc VAT	<input type="checkbox"/>	<input type="checkbox"/>
Inspections			
Additional inspection <small>(Our fully managed service includes one mid-term inspection)</small>	£60 inc VAT	<input type="checkbox"/>	<input type="checkbox"/>
Gas Safety Inspection	£100 inc VAT	<input type="checkbox"/>	<input type="checkbox"/>
Gas Safety Inspection and Boiler Service	£195 inc VAT	<input type="checkbox"/>	<input type="checkbox"/>
Electrical Inspection (EICR) (Studio - 3 beds) <small>(4 beds + POA)</small>	£220 inc VAT	<input type="checkbox"/>	<input type="checkbox"/>
Energy Performance Certificate (EPC)	£100 inc VAT	<input type="checkbox"/>	<input type="checkbox"/>
Additional Services			
Deed of surrender	£150 inc VAT		
Rent Protection	£325 inc VAT		
Section 8	£60 inc VAT		
Section 21	£60 inc VAT		
Per hour	£75 inc VAT		
Should we be required to carry out additional duties on your behalf, such as waiting at properties for your contractors, collecting keys, attending court plus any out of pocket expenses incurred.			