



Central's Services and Sole Agency Fees

Service	Comprehensive	Rent Collection	Essential
Agency Fees*			
Term 1**	10%+ VAT (12% inc. VAT)	8%+ VAT (9.6% inc. VAT)	6%+ VAT (7.2% inc. VAT)
Term 2***	9%+ VAT (10.8% inc. VAT)	7%+ VAT (8.4% inc. VAT)	5%+ VAT (6% inc. 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 for the remainder of the tenancy.

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.