



HMO Fees & Charges

All fees are shown inclusive of VAT @ 20% (figures excluding VAT are quoted in brackets)

HMO Management Service	One Off Fee	Hourly Rate
Letting & Management Service Standard Letting & Management Service	14.4% of the Monthly Rent	
New Tenancy Setup fee (Marketing, Viewings, Referencing, AST Setup & Check-In)	£120	
Deposit Registration fee	£24	
Non-Resident Landlord Set Up	£60	
Tenancy Renewal Fee	£60	
HMO Room Check-Out	£48	
HMO Quarterly Inspections	£126	
Cancellation of Management Admin Fee	£180	
Tenancy Cancellation Fee (Payable by Tenant)	£120	
Aborted Tenancy Fee (Payable by Landlord)	£72	
Refurbishment/Furnishing Service (Works costing £3,000-£10,000)	15% Project Management Fee	
Refurbishment/Furnishing Service (Works over £10,000)	20% Project Management Fee	
Empty Property Inspection	£24 per week	
HMO License Renewal/Application (We will complete and submit the License Application on your behalf [Local Authority License Fees still payable])	£300	
HMO License Inspection (We will attend the HMO License Application Inspection with the Environmental Health Officer on your behalf)		£250



Additional Charges	One Off Fee	Hourly Rate
Court Attendance		£500
Bailiff Attendance		£250
Environmental Health Officer Attendance (HHSRS Inspection)		£250
Issuing Section 21 / Section 8	£150	
Issuing Section 13	£60	
Agreeing Deposit Deductions	£60	
Commencing Deposit Dispute	£72	
Compliance Document Pack for Selling	£250	
Shopping Fee		£20
Removal of Small Items (Under 20kg)		£50
Key Cutting	£12.50	
Dealing with Utility Suppliers (Outstanding Bills/Disputes/Arrears)		£50
Statutory Declaration for Deposit Release	£150	
Gas Safety Certificate & Boiler Service	Subject to Quote	
EICR (Electrical Installation Condition Report)	Subject to Quote	
EPC (Energy Performance Certificate)	Subject to Quote	
PAT (Portable Appliance Testing)	Subject to Quote	
Fire Safety Checks (Fire Alarm Service, Fire Risk Assessment, Emergency Lighting Service, Fire Door Service)	Subject to Quote	
Charges for Ad Hoc Services		TBC