

comprehensive management service

scale of fees extract

<u>Inverness City Properties</u>	<u>Fee</u>	<u>VAT</u>	<u>Total Fee (incl VAT)</u>
<i>Per Tenancy</i>			
Move In	£ 245	£ 49	£ 294
Management Fee (single property)	12.5% of rent	2.5% of rent	15% of rent
Management Fee (multi property)	11.25% of rent	2.25% of rent	13.5% of rent
Move Out	£ 65	£ 13	£ 78
<i>Occasion Specific</i>			
Tenancy Amendment or Renewal	£ 50	£ 10	£ 60
Supervision of major works	10% works value	2% works value	12% works value
Minimum early termination fee	£ 300	£ 60	£ 360
Special Circumstances	£ 30 per hour	£ 6 per hour	£ 36 per hour
<i>Optional Extras</i>			
Energy Performance Certificate and Report	£ 75	£ 15	£ 90
Legionella Risk Assessment	£ 70	£ 14	£ 84
Vacant Property Caretaking Visit	£ 30	£ 6	£ 36

<u>Outside Inverness City Properties</u>	<u>Fee</u>	<u>VAT</u>	<u>Total Fee (incl VAT)</u>
<i>Per Tenancy</i>			
Move In	£ 295	£ 59	£ 354
Management Fee (single property)	12.5% of rent	2.5% of rent	15% of rent
Management Fee (multi property)	11.25% of rent	2.25% of rent	13.5% of rent
Move Out	£ 65	£ 13	£ 78
<i>Occasion Specific</i>			
Tenancy Amendment or Renewal	£ 50	£ 10	£ 60
Supervision of major works	10% works value	2% works value	12% works value
Minimum early termination fee	£ 300	£ 60	£ 360
Special Circumstances	£ 30 per hour	£ 6 per hour	£ 36 per hour
<i>Optional Extras</i>			
Energy Performance Certificate and Report	£ 75	£ 15	£ 90
Legionella Risk Assessment	£ 70	£ 14	£ 84
Vacant Property Caretaking Visit (per hour)	£ 30 & 45 ppm	£ 6 & 9 ppm	£ 36 & 54 ppm

Fees are correct at time of publication only and are subject to change.

All fees and charges are subject to VAT. Full terms of business will be provided separately.

November 2016

tenant selection service

scale of fees extract

<u>Inverness City Properties</u>	<u>Fee</u>	<u>VAT</u>	<u>Total Fee (incl VAT)</u>
<i>Per Tenancy</i>			
Move In	£ 495	£ 99	£ 594
Move Out Option	£ 80	£ 16	£ 96
<i>Occasion Specific</i>			
Tenancy Amendment or Renewal	£ 50	£ 10	£ 60
Supervision of major works	10% works value	2% works value	12% works value
Minimum early termination fee	£ 300	£ 60	£ 360
Special Circumstances	£ 30 per hour	£ 6 per hour	£ 36 per hour
<i>Optional Extras</i>			
Energy Performance Certificate and Report	£ 75	£ 15	£ 90
Legionella Risk Assessment	£ 70	£ 14	£ 84
Vacant Property Caretaking Visit	£ 30	£ 6	£ 36

<u>Outside Inverness City Properties</u>	<u>Fee</u>	<u>VAT</u>	<u>Total Fee (incl VAT)</u>
<i>Per Tenancy</i>			
Move In	£ 580	£ 116	£ 696
Move Out Option	£ 120	£ 24	£ 144
<i>Occasion Specific</i>			
Tenancy Amendment or Renewal	£ 50	£ 10	£ 60
Supervision of major works	10% works value	2% works value	12% works value
Minimum early termination fee	£ 300	£ 60	£ 360
Special Circumstances	£ 30 per hour	£ 6 per hour	£ 36 per hour
<i>Optional Extras</i>			
Energy Performance Certificate and Report	£ 75	£ 15	£ 90
Legionella Risk Assessment	£ 70	£ 14	£ 84
Vacant Property Caretaking Visit (per hour)	£ 30 & 45 ppm	£ 6 & 9 ppm	£ 36 & 54 ppm

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ad hoc service
scale of fees extract

<u>Energy Performance Certificates</u>	<u>Fee</u>	<u>VAT</u>	<u>Total Fee (incl VAT)</u>
Council Tax Band A Property	£ 75	£ 15	£ 90
Council Tax Band B Property	£ 80	£ 16	£ 96
Council Tax Band C Property	£ 85	£ 17	£ 102
Council Tax Band D Property	£ 95	£ 19	£ 114
Council Tax Band E Property	£ 105	£ 21	£ 126
Council Tax Band F Property	£ 125	£ 25	£ 150
Council Tax Band G Property	£ 140	£ 28	£ 168
Council Tax Band H Property	£ 160	£ 32	£ 192
Travel Charge (return mileage from IV1 1HN)	£ 1 per mile	£ 0.20 per mile	£ 1.20 per mile

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