

 LETTING SERVICES	✓ = Included in service, no extra charge					
	PREMIUM	CORE MOST POPULAR	ESSENTIAL PLUS	ESSENTIAL	FIND & LET	MARKETING ONLY - Payable Upfront -
Property Valuation	✓	✓	✓	✓	✓	✓
Marketing	✓	✓	✓	✓	✓	✓
Photography	✓	✓	✓	✓	✓	£60
Virtual Tour & Floorplan	✓	✓	✓	✓	✓	£60
Accompanied Viewings	✓	✓	✓	✓	✓	
Tenant Referencing, ID & Right to Rent Checks	✓	✓	✓	✓	✓	
Financial Sanction Checks where legally required or reasonably necessary (charges apply to each person/organisation associated with the property)	✓	£24 annually	£24 annually	£24 annually	£24 annually	
Negotiating & Preparing Tenancy Agreement	✓	✓	✓	✓	✓	
First Month Rent Collection	✓	✓	✓	✓	✓	
Security Deposit Collection	✓	✓	✓	✓		
Deposit Registration & Ongoing Compliance Deposit compliance charges relate to administration, prescribed information handling, ongoing compliance administration and scheme processing, and are not solely deposit scheme registration fees.	✓	£60 registration then £48 annually	£60 registration then £48 annually	£60 registration then £48 annually		
Monthly Rent Processing	✓	✓	✓	✓		
Detailed Monthly Statements	✓	✓	✓	✓		
Arrears Chasing	✓	✓	✓	✓		
Follow Up Right to Rent Checks	✓	✓	✓	✓		
Safety Document Reminders	✓	✓	✓	✓		
Rent & Legal Expenses Protection	✓	£42 pcm	£42 pcm	£42 pcm		
Service Provider Notice for Change of Occupant	✓	✓	✓			
Maintenance Call Screening & Reporting	✓	✓	✓			
Maintenance Coordination & Oversight	✓	✓				
247 Maintenance Emergency Assistance	✓	✓				
Detailed Post Tenancy Property Assessment & Consultation (approx. 6 weeks)	✓	✓				
Periodic Rent Reassessment	✓	✓				
End of Tenancy Assistance & Dispute Handling	✓	£180				
LHA Management	✓	4% of rent				
HMO Management	✓	4% of rent				
Tenancy-Related Charges Included: Financial Sanction Checks, Section Notices, Property Standards & Safety Visits, Deposit Registration, Deposit Dispute Handling & Property Portal Administration	✓					
Annual Portfolio Review	✓					
Buy To Let Advisory Service	✓					
Service Set Up Fee	£480	£480	£480	£480	90% of rent Min Fee £720	£360
Optional 12 Month Re-Let Protection Fee*	£120	£180	£180	£180	-	-
Monthly Service Charge (% of monthly rent incl VAT))	18% Min £162 pcm	12%	8.4%	6%	-	-

 EVENT BASED SERVICES	✓ = Included in service, no extra charge Please note: The services below are not available under the Marketing Only service				
	PREMIUM	CORE MOST POPULAR	ESSENTIAL PLUS	ESSENTIAL	FIND & LET
TENANCY CHARGES					
Re-Let Fee	Equal to the Service Set Up Fee (unless the Optional 12 Month Re-Let Protection Fee has been purchased)				
Additional Tenant Referencing Fee**	£48 per reference				
Financial Sanction Checks (charges apply to each person/organisation associated with the property)	✓	£24 annually			£24
Initial Deposit Registration	✓	£48			£120
Annual Deposit Compliance	✓	£30			N/A
Unfurnished Studio/One Bedroom Property Inventory	£168				
Unfurnished Two Bedroom Property Inventory	£228				
Unfurnished Three Bedroom Property Inventory	£264				
Unfurnished Four Bedroom Property Inventory	£300				
Unfurnished Five Bedroom Plus Inventory	From £384				
Furnished Property Additional Charge	£120				
Tenancy Check In Fee	✓	£60			N/A
Unfurnished Property Check Out Inventory Fee	As per inventory fee as priced above				
End of Tenancy Meter Reading & Key Collect (when no check out completed)	£60				
Deposit Dispute Handling	✓	£120	£180	£180	£240
Service of Statutory Declaration	✓	£60			£96
Service of Section 13 Notice (including required market evidence)	✓	£150			N/A
Service of Section 8 Notice to Quit (Mandatory Grounds)	£300				
Service of Section 8 Notice to Quit (Discretionary Grounds)	By invoice from the solicitor (Plus administration fee of £120)				
MAINTENANCE & CONTRACTOR MANAGEMENT					
Energy Performance Certificate	£180				
Electrical Installation Certificate (charge dependent on size of property)	By invoice from the contractor				
Gas Safety Certificate	By invoice from the contractor				
Smoke/Carbon Monoxide Alarm Supply & Position (per alarm)	By invoice from the contractor				
Portable Appliance Test	By invoice from the contractor				
Legionnaires Risk Assessment	By invoice from the contractor				
Heater Loan	£60 per heater per week (min one week charge)				
Vacant Property Supervision	£96 per visit				
Work Supervision and Arrangement Fees	15% of the total cost				

* This optional fee must be taken out at the start of the agreement and is non-refundable. It guarantees that if a tenant moves out within the first 12 months, no further Re-Let Fees will be charged for re-letting the property, regardless of the number of tenancies, for the remainder of that 12-month period. For the avoidance of doubt, if this protection is not selected, the full Re-Let Fee (Equal to the Service Set Up Fee) is payable upon re-letting. The £120 fee is lost if the property does not become vacant within the first twelve months. The Re-Let Protection Fee applies only to re-letting of the same Property under substantially the same service package and does not apply where the Landlord withdraws instructions, materially changes the marketing terms, refuses suitable applicants, sells the Property, occupies the Property personally, or otherwise prevents re-letting.

** Payable per reference if more than 2 applicants



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	PREMIUM	CORE MOST POPULAR	ESSENTIAL PLUS	ESSENTIAL
FINANCE & PROTECTION				
Rent & Legal Expenses Protection	✓	£42 pcm		N/A
Rent & Legal Claim Submission	✓	£132 per claim		N/A
PRS Database Portal Set-Up Fee	✓	£180 per property, one off		N/A
PRS Database Portal Update	✓	£60 per instruction, per property		N/A
Non-Resident Landlord Management	✓	1.2% of rent		N/A
One Bed Property Standards & Safety Visit	✓	£66 per visit		£120 per visit
Two Bed Property Standards & Safety Visit	✓	£78 per visit		£132 per visit
Three Bed Property Standards & Safety Visit	✓	£90 per visit		£144 per visit
Four Bed Property Standards & Safety Visit	✓	£102 per visit		£156 per visit
Five Bed + Property Standards & Safety Visit	✓	£114 per visit		£168 per visit
Duplicate Statements		£12 each		N/A
Annual Income & Expenditure Statement		£60		N/A
LEGAL & PROFESSIONAL ASSISTANCE				
Management Takeover Compliance Administration		£360 per property		
Selling The Property to a Tenant Introduced		£1800		
Selling The Property Through Webbs Estate Agents		£2400		
Buy To Let Advisory Service	✓	£300		
Property Sourcing & Acquisition Service (charged at % of purchase price) Property sourcing services do not constitute regulated financial or investment advice.	1.2%	2.4%		N/A
Off Market Sale (to another investment landlord introduced by Webbs Estate Agents)		No charge		
Environmental Health Officer visit attendance (liaison, property access coordination and post-visit report)	✓	£180 per visit	£240 per visit	N/A
Improvement Notice response (review of notice, preparation of remedial works schedule and written response to the local authority)	✓	£240	£300	N/A
Hazard Awareness Notice response (review and written action plan)	✓	£180	£240	N/A
Council improvement/enforcement case management (per hour, after first hour)	✓	£120 per hour	£180 per hour	N/A
Emergency Prohibition Order or emergency works coordination (initial response and contractor liaison)	✓	£360	£600	N/A
Tribunal Preparation (review of the Tribunal application, preparation of evidence bundle with local rental market comparables, and drafting of your written response or statement of case)	✓	£180		N/A
Bailiff Appointment Attendance		£250		N/A
Court Hearing & First Tier Tribunal Attendances (administrative attendance only - legal advocacy not included)		£600		N/A
Hourly Rate		Support Staff £60 Manager £120 Director £180		
WITHDRAWAL & TERMINATION				
Landlord Withdrawn From Tenancy Offer		As per set up fee		
Termination of Management Agreement		The Management Agreement cannot be terminated within the first 12 months unless the Landlord pays all management fees and commission due for the remainder of the 12-month minimum term. After the first 12 months, termination requires three months' written notice and a termination fee equal to three months of the applicable management commission, calculated using the last agreed monthly rent.		N/A

Fees, procedures and service contents may be updated where reasonably necessary to reflect legislative, regulatory or operational changes.