


| LETTINGS<br>SERVICE PACKAGES   | <br><b>FULLY MANAGED</b><br>12% of the monthly<br>rent (Inc VAT) | £<br><b>RENT COLLECTION</b><br>8.5% of the monthly<br>rent (Inc VAT) | <br><b>TENANT FIND</b><br>One month rent<br>(Inc VAT) as one-off<br>tenancy setup |
|--|---|--|--|
| PROPERTY INSPECTION & LEGAL COMPLIANCE<br>CHECK & METER READING COLLECTION | ✓   | ✓  | ✓  |
| PHOTOGRAPHY, MARKETING ONLINE AND IN<br>BRANCH                             | ✓   | ✓  | ✓  |
| ACCOMPANIED VIEWINGS & BRANDED CLIENT<br>EXPERIENCE                        | ✓   | ✓  | ✓  |
| FULL TENANT REFERENCING &<br>CREDIT CHECKS                                 | ✓   | ✓  | ✓  |
| AGREEMENT PREPARATION &<br>SIGNAGE   | ✓   | ✓  | ✓  |
| FIRST MONTHS RENT COLLECTION &<br>FIRST MONTHS OWNERS STATEMENT            | ✓   | ✓  | ✓  |
| TENANT DEPOSIT REGISTRATION &<br>RELEASE                                   | ✓   | ✓  | ✓  |
| MONTHLY RENT COLLECTION AND ARREARS<br>MANAGEMENT                          | ✓   | ✓  | ✓  |
| MONTHLY RENT ALLOCATION AND<br>DISTRIBUTION & OWNER STATEMENTS             | ✓   | ✓  | ✓  |
| GENERAL MAINTENANCE & EMERGENCY<br>MAINTENANCE                             | ✓   | ✓  | ✓  |
| ARRANGING ELECTRICAL, ENERGY<br>PERFORMANCE & GAS SAFETY CERTIFICATES      | ✓   | ✓  | ✓  |
| PAYMENT OF INVOICES  | ✓   | ✓  | ✓  |
| 24/7 TENANT ASSISTANCE   | ✓   | ✓  | ✓  |
| ROUTINE INSPECTIONS  | ✓   | ✓  | ✓  |

**Galaxy Real Estate LTD is a member of the Property Redress Scheme and Client money Protect**

**GAS CERTIFICATE**

£90\*

**INVENTORY 1-2 BED**

£150\*

**PROPERTY LICENSING**

£300\*

**DEPOSIT PROTECTION**

£30

**NOTICE SEVERANCE**

£30

**EPC CERTIFICATE**

£90\*

**INVENTORY 3-4 BED**

£250\*

**COURT ATTENDANCE**

£300

**TENANCY SETUP**

£100

**KEY CUTTING**

£10 plus invoice value

**ELECTRIC CERTIFICATE**

£180\*

**INVENTORY 5+ BED**

£350

**TITLE DEED**

£5

**TENANCY RENEWAL**

£100

**SHOPPING FEE**

£50 plus invoice value

All Fees Mentioned Above are Inc VAT

[www.galaxyrealestate.co.uk](http://www.galaxyrealestate.co.uk) - 02080041111 - [lettings@galaxyrealestate.co.uk](mailto:lettings@galaxyrealestate.co.uk)

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Prices marked \* may incur additional charges