



	Lettings & Rent Collection	Residential Property Management	HMO Property Management
	8% payable as a percentage of the rent, in advance for the tenancy term, subject to a minimum fee of £500	10% in total 8% payable as a percentage of the rent, in advance for the tenancy term & 2% on a monthly basis for ongoing management services	13% payable as a percentage of the rent, on a monthly basis
Harika Market Appraisal using virtual software	✓	✓	✓
45-minute consultation providing advice on the market appraisal price suggestion and the Harika services that may suit your needs in alignment with your current and/or desired lifestyle	✓	✓	✓
Preparing your property for marketing, including arranging Photos, Floorplan & 3D Virtual Twin (extra costs may occur)	✓	✓	✓
Full marketing, including property listed on specified Property portals & board erected at property	✓	✓	✓
Pre-qualifying perspective tenants accompanied viewings, negotiating the best tenancy terms in alignment with your needs & market conditions	✓	✓	✓
Preparing tenancy documents, including tenancy agreement, right to rent documents arranging compliance documents (extra costs may occur)	✓	✓	✓
Onboarding tenants & comprehensive referencing checks carried out by a third party referencing agency	✓	✓	✓
Advising all utilities providers of change of occupancy		✓	✓
Collecting deposit monies & registering the deposit with Tenancy Deposit Scheme.	✓	✓	✓
Rent collection with access to the owner's app, you will have full access to your property portfolio's income		✓	✓
Facilitating move-in process including arranging schedule & condition, inventory check-ins & inventory check-outs	✓	✓	✓
Liaising with tenancy deposit scheme and managing deposit disputes		✓	✓
Dedicated Property manager, providing ongoing support to you & your tenants needs		✓	✓
Managing and arranging property repairs, general maintenance during the tenancy bespoke to your property aesthetic		✓	✓
Key Holding and arrangement of Key box fitting		✓	✓
Liaising with contractors, community teams and payment of invoices (commissions may apply)		✓	✓
Carrying out Bi-Annual Property inspections using 3D scans, allowing you to get a virtual view of your rented property		✓	✓
Arranging renewals of compliance certificates		✓	✓
HMO fire & smoke alarm testing		✓	✓
Arrangement of ongoing cleaning services with our cleaning partners		✓	✓
Serving statutory notices such as those required to gain possession		✓	✓
Accompanied Council visits		✓	✓
Arrangement of Rent & Legal gurantee insurance	✓	✓	✓
Preparing HMO Licence application documents		✓	✓
Use of forward-thinking maintenance software allowing tenants to make reports efficiently and in real time		✓	✓
Access to Harika's in-house handy man to save you cost's on the smaller jobs		✓	✓
Project Manage works over £3,000		✓	✓

## 7 Tenancy Documents

Tenancy Set up costs	Exclu VAT	Inclu VAT
Assured shorthold tenancy (AST), initial or 'change of tenant' agreement, per tenancy, Negotiating, drafting and executing the agreement; referencing each initial tenant (inc. Right to Rent check, maximum of 2x tenants); referencing guarantor; serving Section 21 Notice	£200	£240
Subsequent referencing for additional tenants (inc. Right to Rent check)	£21	£24
Abortive Letting Charge payable if you withdraw from an agreed offer other than failed references	£600	£720
Addendum or memorandum, to add or change terms of the tenancy agreement	£60	£72
Deposit Administration covers initial 12 months of protection with the My Deposit Scheme (DPS) To include registering the deposit with TDS, issuing prescribed information, scheme leaflet and certificate	£30	£36
HMO Assured shorthold tenancy (AST), initial agreement, Negotiating, drafting and executing the agreement; referencing each initial tenant (inc. Right to Rent check); referencing guarantor; serving Section 21 Notice	£250	£300
HMO subsequent change of tenant set up fee (inc Registration of deposit, Right to Rent Check, the initial agreement)	£75	£90
HMO Abortive Letting Charge payable if you withdraw from an agreed offer other than failed references	£1,000	£1,200

## 2 Inventory

These are third-party charges and all work is carried out by independent, specialist inventory clerks.

Preparing Inventory listing plus arranging check-in appointments	Exclu VAT	Inclu VAT
1- 3 bedroom property	-	£185
3- 5 bedroom property	-	£245
6 + bedroom property	-	POA

## 3 Additional Management Services

	Exclu VAT	Inclu VAT
Arranging standard key box fitting	£125	£150
Arranging smart key box fitting	-	POA
Arranging cutting of standard keys ( per set, exc cost of keys)	£25	£30
Additional Property visits	£100	£120
Green Policy - Harika endeavours to keep all documents paperless, cost per request exc postage cost	£20	£24
Waiting at properties ( deliveries, contractors, etc) per hour,	£50	£60
Purchasing of Items exc cost of item	£30	£36

## 4 Compliance Certificates

Arranging all legal compliance certificates for your rental	Exclu VAT	Inclu VAT
Energy Performance Certificate (EPC) valid for 10 years, must be above D rating	£100	£120
Electrical Installation & Condition Report (EICR) valid for 5 years	£200	£240
Gas Safety Certificate (GSC)	£95	£114
Gas Safety Certificate (GSC) and boiler service	£125	£150
Portable Appliance Testing (PAT)	-	POA
Legionella Risk assessment	-	POA
HMO licence application	-	POA