



Rentals & Property Management

- Additional Charges (Updated October 2025)

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 PrimeLocation

s1homes

LetAlliance 



ico.
Information Commissioner's Office

In accordance with the Letting Agent Code of Practice (Scotland), we are committed to offering a fair and transparent service. All charges are clearly listed, agreed in advance, and subject to VAT where applicable.

Initial Setup Charges

Service	Fee (ex VAT)	Fee (inc VAT)
Energy Performance Certificate (EPC)	£80.00	£96.00
Professional Photography (up to 3-bed)	£85.00	£102.00
Marketing Video	£95.00	£114.00
Listing on Property Portals	Included	Included
To Let Board	Included	Included
Tenant Referencing (via Let Alliance, per applicant)	£60.00	£72.00
Tenancy Agreement Preparation (Private Residential Tenancy)	£200.00	£240.00
Inventory (up to 3-bed)	£150.00	£180.00

Additional charges may apply for larger properties – POA.

Deposit Handling

Service	Fee (ex VAT)	Fee (inc VAT)
Deposit Registration (SafeDeposits Scotland)	£50.00	£60.00
Deposit Dispute Management (Full Management only)	£50.00	£60.00
Deposit Dispute (Let Only / Listing Service) – if required	10% of claim	12% of claim
Transfer of deposit to landlord	£50.00	£60.00

Ongoing Management (Full Management Clients Only)

Service	Fee (ex VAT)	Fee (inc VAT)
Additional Property Visit (Per Landlord Request)	£50.00	£60.00
Safety Certificate Coordination (GSR, EICR, Legionella, etc.)	Included	Included
Rent Review (PRT Notice Served)	£75.00	£90.00
Lease Renewal / New Tenancy Setup	£150.00	£180.00
Tenant Complaint Resolution / Neighbour Disputes	Included	Included
Contractor Access Appointments (per hour)	£20.00	£24.00

Legal Notices & Administration (Scotland)

Service	Fee (ex VAT)	Fee (inc VAT)
Notice to Leave (PRT Termination Notice)	£125.00	£150.00
Summary Cause Preparation for Tribunal (excludes solicitor fees)	£200.00	£240.00
Court Attendance (per day or part thereof)	£200.00	£240.00

Tax & Financial Reporting

Service	Fee (ex VAT)	Fee (inc VAT)
Annual Statement of Income & Expenditure	£85.00	£102.00
Rent Transfer to Non-UK Account (per payment)	£25.00	£30.00
Quarterly Non-Resident Landlord Tax Submission	£100.00	£120.00
Annual Return (With HMRC approval)	£40.00	£48.00

Empty Property Care

Service	Fee (ex VAT)	Fee (inc VAT)
Empty Property Visit (per visit)	£50.00	£60.00
Post Collection / Key Handling (per request)	£20.00	£24.00



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