



TwinBee Property Management Ltd
hello@twinbee.co.uk
 07972 373824 Sarah
 07779 624064 Yolanda

Service	Charge
HMO New Tenancy • Photographing and advertising property, carrying out viewings • Tenant screening and referencing • Guarantor screening and referencing • Creation and signing of fully compliant Assured Shorthold Tenancy Agreements (AST) via digital signature • Creation and signing of Deeds of Guarantee • Security deposit collection and holding • Inventory • 'Welcome home' visit with all new tenants • Onboarding onto our property management app	£200 for each new HMO tenant
HMO Fully Managed Service • Rent collection into ringfenced client account • Monthly owner statements • Weekly fire alarm tests • Quarterly property inspections • Any visits required in line with HMO licence requirements • Ensuring the property is fully compliant as per the Housing Act 2004 • Proactive management of the property • Key holding • Responding to tenant queries • Arranging and co-ordinating all repairs and compliance certificates (cost of all certificates to be paid by landlord) • Arrears chasing, serving warning letters for breaches of tenancy • Cutting extra keys (costs to be paid by tenant) • Tenant app for reporting all issues and repairs • Exit inspections • Reimbursing deposits (negotiations with tenants over and above an initial deduction offer are charged at extra cost. See below.)	15% p/m of gross rent charged

Registered Company No: 15120967
 Solomon House, Belgrave Court, Caxton Way, Fulwood, Preston, PR2 2PL



Fees and Charges

TwinBee's 15% fee includes services which are often charged in addition to an agent's % fee, i.e. exit inspections, inventories, registering and reimbursing deposits, extra keys being cut, visiting to arrange repairs, setting up the rent collection system, and certificate inspections.

Additional fees

The above fees do not include any repairs, maintenance, or certificates for the properties. These will be carried out with landlord's approval and invoiced separately.

All bills for an HMO property will remain landlord's responsibility.

The following services will be charged in addition to the % management fee:

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Any drawing up and serving of legal paperwork: • Section 8 • Section 21 • Possession Order application	£295* £295* £1,995+ court fees*
<u>Deposits</u> - If a tenant does not accept an initial deduction offer, a fee is charged to cover any further negotiation and for the compiling of the relevant documents/evidence to support the landlord's position	£100
Making changes to a tenancy agreement during a tenancy	£100

*Legal work is outsourced therefore pricing may change and will be quoted at the time the services may be required. Prices are correct as at 16 September 2025.

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