



RESIDENTIAL BLOCK MANAGEMENT GROUP

Additional Services Pricelist

CONVEYANCING

Table with 3 columns: Service Name, Description, and Price. Services include LPE1 Management Pack (£200.00+VAT), Re-Mortgage Enquiries (£125.00+VAT), Ground Rent Statement (£25.00+VAT), Insurance including Claims History (£25.00+VAT), Notice of Transfer/Assignment/Charge (£75.00+VAT), Retrospective Notice of Transfer/Assignment/Charge (£135.00+VAT), Consent or License to Assign (£75.00+VAT), Consent or License to Alter (£125.00+VAT), Deed of Variation (£45.00+VAT + Solicitors Costs), Certificate of Compliance (£50.00+VAT), Deed of Covenant - Managing Agent Drafted (£125.00+VAT), Deed of Covenant - Solicitor-supplied Draft (£35.00+VAT + Solicitors Costs), Deed of Covenant - Approval (£10.00+VAT), Management Company Membership Application (£45.00+VAT), Issue & Storage of Share Certificate (£25.00+VAT).

SAFETY

Table with 3 columns: Service Name, Description, and Price. Services include H&S Risk Assessment (£300.00+VAT) and Fire Risk Assessment (£350.00+VAT).

SECTION 20

Table with 3 columns: Service Name, Description, and Price. Services include Section 20 Management Fee (6 to 12%) and RIC's Surveyor (Surveyors Costs + 5%).

STARTUP & CLOSEDOWN

Table with 3 columns: Service Name, Description, and Price. Services include Startup Fee (Up to 10 Units) (£150.00+VAT), Startup Fee (Up to 25 Units) (£225.00+VAT), Startup Fee (50 Units and above) (£275.00+VAT), and Closedown & Handover Fee (£350.00+VAT).



MANAGEMENT

Company Secretary (Annual)	£125.00+VAT
Court Appointment	£160.00+VAT
Resident User Fee	£4.17+VAT (per unit)
Permission Letters	£25.00+VAT
Storage of Documentations	£25.00+VAT per box
Copies of Documentation not covered under Section 22	£25.00+VAT (per 100 pages)
New Freeholder Registration	£50.00+VAT
Insurance Claim Administration	£125.00+VAT (per claim)
Out of Hours Meetings	£50.00+VAT (per hour)
Subletting Admin Fee	£75.00+VAT
Admin-Only Per Unit	£105.00+VAT
Additional Accounting Services	£35.00+VAT
Rubbish Removal	£75.00-£150.00+VAT
Additional Site Visits (outside of contract)	£75.00+VAT

