



RESIDENTIAL BLOCK MANAGEMENT GROUP

Additional Services Pricelist

CONVEYANCING

Table with 3 columns: Service Name, Description, and Price. Services include LPE1 Management Pack (£320.00), FME1 Management Pack (£165.00), Re-Mortgage Enquiries (£150.00), etc.

CONSENTS / LICENSES

Table with 3 columns: Service Name, Description, and Price. Services include Consent or License to Alter / Occupy (£175.00), Consent or License to keep a Pet or Animal (£150.00), etc.

FIRE, HEALTH & SAFETY

Table with 3 columns: Service Name, Description, and Price. Services include H&S Risk Assessment (£150.00), Fire Door Assessment (£15.00 per door), etc.



Production of a Building Safety Case	Enquire
RIGHT-TO-MANAGE	
RTM Claim Pack	£1,200.00
RTM Company Formation	£275.00
RTM Counter-Claim Notice	£150.00
SECTION 20	
Section 20 Management Fee	4-10% of Total Project Cost
Section 20ZA Application	£100.00
STARTUP & CLOSEDOWN FEES	
Startup Fee (Up to 10 Units)	£250.00
Startup Fee (Up to 25 Units)	£350.00
Startup Fee (50 Units and above)	£450.00
Closedown & Handover Fee	£500.00
ARREARS ADMINISTRATION	
2 nd Arrears Letter	£60.00
3 rd Arrears Letter	£85.00
Preparation of Court Documents	£250.00
MANAGEMENT	
Company Secretary (Up to 10 Units)	£150.00
Company Secretary (Up to 50 Units)	£300.00
Company Secretary (Over 50 Units)	£450.00
Court Appointment	£500.00 per each year of appointment
Resident User Fee	£6.00 per unit
Storage of Documentations	£45.00 per box
Copies of Documentation not covered under Sections 21 or 22	£50.00 (per 100 pages)
New Freeholder Registration	£85.00
Insurance Claim Assistance	£250.00 (per claim)
Out of Hours Emergency Telephone Service	£0.65 per unit per month
1 st Class Postage	£1.26 per letter
2 nd Class Postage	£0.85 per letter
MISCELLANEOUS BLOCK CHARGES	



Weeding	£45.00
Rubbish Removal	£75.00-175.00 per load
Salt / Grit Laying	£35.00

STAFF HOURLY RATES

Director	£250.00
General Manager	£200.00
Operations / Senior Manager	£150.00
Property Manager	£120.00
Assistant Property Manager	£95.00
Service Charge Administrator	£150.00
Building Safety Manager	£185.00
Health & Safety Assessor	£200.00

Notes:

All fees quoted are INCLUSIVE of VAT.

Fees incurred will be invoiced to the service charge or individual leaseholder.

