

Hawk Block Management Price List



Additional Service	Frequency	Fee including VAT
Credit Control		
Admin Fee - Payment in Instalments Monthly	Annually	£15
Stage 1 Letter	Per Letter	No fee
Stage 2 Letter	Per Letter	£60
Stage 3 Letter	Per Letter	£90
Pre-Litigation Administration	Per Referral	£120
Consents		
Sub-letting Consent/Notice	Per Service	£120
Pet Consent	Per Service	£120
Licence to Alter	Per Service	£420
Solicitors Enquiries		
Sales Pack LPE1 Standard - within 5 Days	Per Service	£440
Sales Pack LPE1 Express - within 24 Hours	Per Service	£560
Notice of Transfer/Charge	Per Service	£120
Consent to Transfer of Property from Management Company	Per Service	£65
Copy of Title Register	Per Service	£15
Copy of Lease	Per Service	£15
Lease Extensions Administration Fee	Per Service	£150
Deed of Covenant	Per Service	£180
Share/Membership Certificate Copy/Reissuance	Per Service	£66
Share/Membership Certificate New	Per Service	£90
Certificate of Compliance	Per Service	£120
Professional Services - Section 20		
Section 20 Notices - Contract Administration Fees Hawk		% of contract sum or minimum of £1,200
Professional Services - Other		
Property Manager	Per hour	£120
Head of Department	Per hour	£180
Director	Per hour	£270