

Urban PA Packages

1. Urban Purple £25 plus vat per month*

This package is ideal for those clients who need either regular support maintaining their home or find themselves needing ad hoc support.

- We hold your key in a secure safe meaning that we can access your property when you need us to.
- We can manage the organisation of your home by providing you with an excellent cleaner, handyman, gardener etc. and your monthly subscription includes a visit from one of our team to ensure that your requirements are clearly understood and can be managed effectively for you on an ongoing basis.
- You can call us with any other ad hoc requests and you will be billed at the rate of £40 plus vat per hour. You can also book us to come out to your house to help with filing, de-cluttering etc and this is also charged at an hourly rate.
- You can have access to our errand running service for £30 plus vat per hour.

2. Urban Silver £295 plus vat per month*

This package is ideal for those needing regular and on going support.

- You will be allocated your own PA who will get to know your requirements and she will work with you each week. You will also be allocated your own unique phone number to use when you call us so that we can see that you are calling in and ensure that your call is handled as quickly and efficiently as possible.
- You will receive approx 2 hours a week from your PA and for most of our clients this is the right amount of time. However, it is always possible to ask for more time if you really need it and in these cases any extra time is charged at a reduced rate of £30 plus vat per hour. Your PA will be very experienced at working with clients and its very rare that clients need more than this time unless its been discussed during the first meeting.
- You will meet your PA, if you would like to, and there is no extra charge for this initial meeting.
- We will hold your keys so that we can access your property when you need us to let in tradesmen, deliveries etc
- We will manage any home maintenance issues for you such as placing a cleaner, managing handyman tasks etc.

3. Urban Silver Plus £590 plus vat per month*

All the advantages of Urban Silver but in addition to having your PA you will also be provided with weekly home visits. During these visits we can collect your post if necessary, carry out grocery shopping, collect dry cleaning, parcels to be wrapped and posted etc.

Sometimes, clients simply need more support and this is no problem with our Urban Silver Plus package.

4. Property Management £195 plus vat per month*

This is bespoke to the individuals requirements. We can check your property whilst empty, collect post or Manage your tenants.

We would come out to visit the property initially and then set up a package to suit.

***Please note**

All our packages have a one off joining fee as follows

£100 – Urban Purple

£200 – Urban Silver, Silver Plus and Property Management

Why? We believe that one of the reasons for our success is that we get to know our clients and this extra investment in time is something that we want to get right. This is simply an admin charge. It covers our time to get the keys booked in, to get all of your information put into our secure data base etc. It helps us to make sure that we can deliver the best service possible.

We do not have any contract tie in – we just ask you for 30 days notice if you are not happy.