

Fees To: Tenants

BEFORE YOU MOVE IN:

Tenancy Agreement Fee	£180.00 (inc VAT) Contract negotiation (amending and agreeing terms) and arranging the tenancy and agreement
Tenant Administration Fee	£60.00 (inc VAT) per tenant - Processing the application, associated paperwork and referencing (identity, immigration and visa confirmation, financial credit checks, obtaining references from current or previous employers / landlords and any other relevant information to assess affordability)
Deposit Registration Fee:	£30.00 (inc VAT) Register landlord and tenant details and protect the security deposit with a Government-authorized Scheme T.D.S Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of start of tenancy
Guarantor Fee	£60.00 (inc VAT) per guarantor (if required) Covering credit referencing and preparing a Deed of Guarantee as part of the Tenancy Agreement
Pet Deposit	Returnable additional Security Deposit equivalent to half months rent to cover the added risk of property damage. This will be protected with your security deposit in a Government-authorized scheme and may be returned at the end of the tenancy

IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF STAFF



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DURING YOUR TENANCY:

Amendment Fee	£180.00 (inc VAT) Contract negotiation, amending terms and updating your tenancy agreement during your tenancy
Renewal Fee (tenant's share)	£120.00 (inc VAT) Contract negotiation, amending and updating terms and arranging a further tenancy and agreement

ENDING YOUR TENANCY:

Check out Fee Schedule of Condition	Dependant on size of property - Invoiced by independent inventory clerk attending the property to undertake an updated based on the original inventory and negotiating the repayment of the security deposit(s)
Out of Hours Services	£96.00 per hour (inc VAT) plus any actual costs incurred Where actions of the tenant results in the agent (or nominated contractor) attending the property, time to remedy the situation is charged at the hourly rate
Unpaid Rent / Returned Payments	Interest at 4% above Bank of England Base Rate from date due
Professional Cleaning (if required)	Dependant on size of property which will be deducted from the Security Deposit - Invoiced by independent cleaning company and only charged where professional cleaning is necessary to return the property to the same condition as at the start of the tenancy.

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