

Tenant fees schedule

Existing assured shorthold tenancies (ASTS) and all assured tenancies

Before you move in

Set-up Fees (Tenant's Share): **£180 (inc. VAT)** per tenancy. Referencing for up to two tenants (ID checks, Right-to-Rent check, financial credit checks, obtaining references from current or previous employers / landlords and any other relevant information to assess affordability) as well as contract negotiation (amending and agreeing terms) and arranging the signing of the tenancy agreement.

Additional Tenant Referencing Fees: **£120 (inc. VAT)** per tenant. As Set-up Fees above for additional tenants

Guarantor Fees: **£120 (inc. VAT)** per guarantor. Covering credit referencing and preparing a Deed of Guarantee (or as part of the Tenancy Agreement).

Permitted Occupier Fees: **£90 (inc. VAT)** per permitted occupier. Explaining to any permitted occupier their rights and responsibilities towards the named tenant(s) and landlord.

Pet Deposit: Additional Security Deposit of **£200.00**. To cover the added risk of property damage. This will be protected with your security deposit in government- authorised scheme and may be returned at the end of the tenancy.

During your tenancy

Renewal Fees (Tenant's Share): **£90 (inc. VAT)** per tenancy. Contract negotiation, amending and updating terms and arranging for the signing of a further tenancy agreement.

Variation of Contract Fees: **£90 (inc. VAT)** per request. To cover the costs associated with taking landlord's instructions as well as the preparation and execution of new legal documents.

Change of Sharer Fee: **£180 (inc. VAT)** per replacement tenant. To cover the costs associated with taking landlord's instructions, new tenant referencing and Right-to-Rent checks, deposit registration as well as the preparation and execution of new legal documents.

Ending your tenancy

Professional Cleaning (If Required): **£100 per hour (inc VAT)**, which will be deducted from the security deposit.

Only charged where professional cleaning is necessary to return the property to the same condition as at the start of the tenancy.

Other fees and charges

Lost Key(s) or other Security Device(s): **Quotaion required (inc. VAT)** plus item cost. Obtaining necessary permissions, sourcing providers and travel costs.

Out of Hours Service: **£100 per hour (inc. VAT)** plus any actual costs incurred. Where actions of the tenant results in the agent (or nominated contractor) attending the property, their time to remedy the situation is charged at the prevailing rate

Rent Arrears / Returned Payments: **£30 (inc. VAT)** per letter, telephone call or email requesting payment plus interest at 8% above Bank of England Base Rate from Due Date until paid on any outstanding sums in order to cover the agent's costs associated with chasing unpaid rent.

Duplicate Document(s): **£25 (inc. VAT)** per document. To cover the agent's costs associated with providing additional copies of any paperwork (tenancy agreement, Inventory, Schedule of Condition etc.) when requested by a tenant.

Please ask a member of staff if you have any questions about our fees.